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ABSTRACT

This document provides background about the physically handicapped, relevant legislation, and the results of both the business and industry survey and the graduate/completer follow-up conducted during the project reported in CE 026 163. Chapter 1 reviews selected references dealing with legislative mandates and disability statistics of the American adult. Chapter 2 presents the results of the business and industry survey to identify job titles that physically handicapped employees are now doing. Specific focuses include methods and procedures, analysis of responses, physically handicapped employees and their job titles, and analysis of data about the physically handicapped employees. Chapter 3 concerns the graduate/completer follow-up, a survey of physically handicapped graduates/completers of vocational programs in 1976-78. An analysis of vocational training and employment is made. Appendixes include the followup survey and detailed results from both surveys. (YLB)

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Part A. Background and Survey Results

OCCUPATIONAL OPPORTUNITIES FOR THE PHYSICALLY HANDICAPPED

by

Elaine F. Uthe
University of Kentucky

1980

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CE 026 164

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SUMMARY REPORT

ASSESSMENT OF THE OCCUPATIONAL OPPORTUNITIES FOR THE PHYSICALLY HANDICAPPED IN VOCATIONAL EDUCATION

by Elaine F. Uthe, University of Kentucky

The goal of vocational educators is to prepare productive workers who contribute to the economic well-being of the nation. Major efforts are aimed at providing the physically handicapped segment with an equal opportunity for vocational training and successful employment as productive workers in the world of work.

Many times physically handicapped individuals are "assigned" to certain occupational areas; yet they are capable of performing a great variety of jobs. This project identified job titles now held by physically handicapped employees that would serve as "career models" and that could be used to identify "gaps" in vocational training and employment.

A survey of businesses and industries in Kentucky found 165 different job titles held by physically handicapped employees. The survey included a stratified random sample of businesses and industries by size of company, Standard Industrial Classification, and vocational region (Regions 4, 6, 12, and 15).

A follow-up survey of 1976-78 physically handicapped graduate/completers of vocational programs from secondary and postsecondary programs in the same vocational regions identified 53 different job titles.

Highlights of the Business and Industry Survey

Only 88 (11.6 percent) of the 761 responding companies indicated that they had physically handicapped employees. Job opportunities seemed to be approximately equal in small, medium, and large companies and averaged about 1 in 50 employees in any company that had physically handicapped employees. This ratio, however, should not be considered a goal.

The physically handicapped person is likely to have a "better than expected" opportunity for employment in the services, manufacturing, and transportation companies and a "less than expected" opportunity in the construction and the public administration areas.

Few adaptations to the work space, job tasks, and/or equipment were reported for these employees; therefore, little job redesign has taken place. Although the present employees may not need such modifications, those physically handicapped employees who do need such consideration may not have been hired in the past.

A broad spectrum of physical impairments were reported: 70 (29.3 percent) with health impairments; 57 (23.8 percent), orthopedic; 43 (18 percent), neuromuscular and/or neurological; 30 (12.6 percent), hearing; 22 (9.2 percent), visual; and one (.4 percent), with hearing/visual impairments.

Nearly 59 percent of the current physically handicapped employees were employed on or before 1973; 37 percent of these were still holding entry-level jobs according to the employer. There appears to be a slight increase in the number of physically handicapped persons employed in recent years, but the number reported is too small to be considered a trend. The majority (54.6 percent) had only a secondary education.

The physically handicapped employee is still a rarity in the world of work, and few if any accommodations were reported. A greater number of companies need to employ physically handicapped individuals; job redesign may be necessary when and if the applicant has multiple and/or severe impairments.

Highlights from the Graduate/Completer Survey

A total of 364 physically handicapped individuals were identified by regional vocational directors as graduate/completers of secondary/postsecondary programs from 1976-78. Only 67 (18.4 percent), were usable responses; hence, no interpretation can be made from this follow-up.

The physically handicapped graduates/completers held 53 different job titles; most titles may be classified as entry-level. Twenty-two were employed full time and twelve were employed part time; fifteen were unemployed and available for work; five were not working and not looking for work; and eleven were in school full time and not employed.

Although physically handicapped employees usually have a rather stable employment record, there is indication that this particular group of graduates/completers experienced unemployment and/or short employment records (less than six months at one job). Again, the total number of responses is very low, and the questionnaire did not differentiate between "permanent" and "summertime" jobs.

An in-depth study of all (or a larger proportion) of the graduates/completers needs to be conducted in order to obtain solid and substantive data.

Final Reports

Part A of this report provides background about the physically handicapped, relevant legislation, and the results of both the business and industry survey and the graduate/completer follow-up.

Part B of this report is in the form of a manual; it presents the master lists of job titles by DICTIONARY OF OCCUPATIONAL TITLES code number in both numeric and alphabetic order, by type and severity of impairment, and by program area. Guidelines for using these lists and teaching suggestions are provided; job descriptions for the various job titles are included. An annotated bibliography and a list of resources are available for those who wish to explore the subject in greater depth.

CHAPTER A-1

INTRODUCTION AND BACKGROUND

Two concepts have been emphasized consistently in the American way of life: (a) education for all, and (b) concern for the individual. According to the Constitution of the United States and the Bill of Rights, all citizens are equal and have the right to life, liberty, and the pursuit of happiness. These simple statements made over 200 years ago become complex ones when efforts are made to live by them, and the nation is still wrestling with these concepts.

The nation and its citizens struggle to interpret the "equality of all citizens" concept; strategies are developed to achieve these goals--and these strategies often take the form of legislation. Legislation sets forth policy and law, but compliance in the full sense of the spirit is more difficult to achieve. Social structures and institutions as well as prejudices may need to be changed and/or channelled in another direction. The communication of the new interpretations of policy must be promulgated to citizens, employers, educators--and last but not least, the change must be internalized within each citizen before it can be termed successful.

The goal of vocational educators is to prepare productive workers who contribute to the economic well-being of the nation. Major efforts by this group and others are being made to extend the concept of occupational preparedness to a broader spectrum of the citizenry each year--the disadvantaged, the bilingual, and mentally handicapped, and now the physically handicapped.

Although vocational educators strive to reach a broader spectrum of the population, they must maintain program standards in order to develop competent workers. Competency-based instruction, individualized instruction, and other special programming efforts contribute to these efforts; other effectives ones must be developed.

The complexity of serving the physically handicapped through mainstreaming into regular vocational programs involves such factors as: (1) humanistic, psychological, and/or physiological problems; (2) financial cost and benefits; and/or (3) educational program planning and instruction.

Two areas have been selected for review here because they relate very closely to the need for this project--legislative mandates and disability statistics of the American adult. Only selected references have been used in order to focus on specific factors that directly contribute to this project; this review is by no means exhaustive.

Legislative Mandates

The number of handicapped children in the United States (6½ million, aged 6 to 19, reported by the National Advisory Committee on the Handicapped, 1976) indicates the need for concern for an appropriate education. When consideration is also given to the number from this group who leave school early and/or receive little or no vocational training, there is an even greater need for concern. Edwin Martin (1971), Associate Commissioner of the U. S. Office of Education, Bureau of Education for the Handicapped, described the economic liabilities that may result from underdevelopment of the school-age handicapped population:

> Over the next four years, 2.5 million handicapped children will be school leavers either by graduation or the dropout route. Of that number, less than 1 in 4 will be fully employed or go on to college. Another 40 percent, that is one million handicapped young people, will be underemployed. Another 25 percent of this population will probably require welfare assistance.[1]

The financial cost to society is staggering. The emotional cost for the handicapped person--and the morale of the entire citizenry--is an unmeasurable one. As Edwin Martin stated:

> If each of these youngsters is faced with institutionalization as an alternative to public school programming, the cost will be at least $4,000 per year. Over a lifetime of 60 years, that is approximately a quarter of a million dollars per student.[2]

When the lifetime cost for a physically handicapped individual is measured against the cost of providing occupational training, it quickly becomes evident that occupational training is a much better investment. Allen Phelps (1976) reports:

> Cost information in vocational programming for handicapped students collected in a national study of 92 different vocational education programs indicated that the combined federal, state, and local cost for each student who completed a program was approximately $2,400. The combined cost for those enrolled, but did not complete, was approximately $1,270 per student.[3]

Phelps goes on to contrast the cost of training the handicapped group with another:

> A national study of 14 exemplary vocational education programs for ethnic minority youth indicated that the average annual cost per student ranged from $638 to $2,000 for programs with a mean length of two years.[4]

The individual rights of the physically handicapped person are equal to those of the nonhandicapped--an equal opportunity to life, liberty, and the pursuit of happiness. Financial costs, whether in terms of education, welfare, loss of production, or loss of tax revenue, are major considerations but the individual rights of the individual are even more important.

Relevant Legislation

The concept of equal opportunity for all has been vigorously debated in the United States Congress and across the nation in recent years. Policy has been promulgated through legislation that include priorities and operational procedures. Recent legislation acts pertinent to this study include the Civil Rights Act of 1964, the Architectural Act of 1968, the Education for Handicapped Children Act of 1975, the Rehabilitation Act of 1973, and the Vocational Amendments of 1976. Major features for each include:

The Civil Rights Act of 1964 mandated equal opportunity for all citizens regardless of sex, nationality, race, age, or religion, although no specific reference is made to the handicapped.

The Architectural Act of 1968 mandated that all public buildings be accessible for the handicapped.

The Rehabilitation Act of 1973, Title V, contains five sections; Section 501 deals with employment of handicapped individuals in the federal government while Section 502 establishes an Architectural and Transportation Barriers Compliance Board. Section 503 requires that any firm with a contract of $2,500 or more with the federal government must agree to affirmative action in recruiting, hiring, and promoting qualified handicapped individuals. Contractors with a $50,000 or more contract and with 50 or more employees must prepare and maintain affirmative action programs that identify policies, practices, and procedures for operation; such contractors must establish meaningful arrangements with appropriate social service and educational agencies to recruit and employ qualified handicapped persons.

Section 504 of the Rehabilitation Act of 1973, the Nondiscrimination Under Federal Grants section, prohibits discrimination against qualified handicapped individuals in federally assisted programs or activities. This section includes all programs supported by federal monies in areas such as employment practices; elementary, secondary, and higher education curriculum offerings; building accessibility; and provision of health and social services.

Subpart B, in dealing with employment practices, prohibits discrimination in recruitment, hiring, compensation, job assignment and classification of qualified handicapped individuals; it also includes provisions for fringe benefits. Also, employers must make reasonable accommodation to qualified handicapped applicants or employees unless they can demonstrate that the accommodation would impose an undue hardship.

Subpart C mandates program accessibility; all new educational facilities must be constructed to be readily accessible to and usable by handicapped persons. Not every facility needs to be physically accessible but all programs must be accessible.

Subpart D is concerned with preschool, elementary, and secondary education and its provisions are closely coordinated with those of the Education for All Handicapped Children Act of 1975. Both require that recipients operating public education programs provide an appropriate and free education to each qualified handicapped person in the least restrictive environment possible. Individual Education Programs, evaluation requirements, and due process procedures must be developed and used. Parents of minors must be involved in the entire planning, placement, and evaluation process.

Subpart E concerns postsecondary education; it prohibits discrimination against handicapped individuals in recruitment, admission, treatment after admission, academic requirements, financial and employment practices, non-academic services, and health, welfare, and social services. This subpart requires that postsecondary institutions, including colleges and universities, make reasonable adjustments to permit handicapped persons to fulfill academic requirements and to insure that they are not excluded from such programs because of the absence of auxiliary aids.

Public Law 94-142, commonly called the Education for Handicapped Children Act (EHC), was passed in 1975 and is a milestone in the history of education. This act is designed to ensure a free and appropriate public education for all handicapped children between the ages of 3 and 21. This education includes special education and related services to meet the unique needs of the handicapped person. It also mandated that a free and appropriate vocational program must be available to all by 1980.

The Education for Handicapped Children Act specifies parental involvement in the planning process and requires an Individualized Education Program (IEP) for each qualified handicapped student. The IEP must include the student's current performance level, annual goals including both short- and long-term ones, a statement of the specific vocational services to be provided, date of the beginning of the services, and an evaluation process to determine whether goals were reached. The IEP must be updated each year. Due process procedures must be developed, also.

Under Public Law 94-482, the Vocational Education Amendments of 1976, vocational programs for handicapped students must be consistent with the state and federal requirements under the Education for All Handicapped Children Act--that is, an Individual Education Program must be developed for every vocational student, programs must be accessible, facilities must be accessible, and the program cost must be the same for the handicapped and nonhandicapped. Furthermore, the Act specifically sets aside 10 percent of the entire vocational education budget for handicapped persons; it must also be matched with state and local funds. The "set aside" percentage is expected to increase in the future.

Legislative Summary

Legislative bodies are emphasizing a free and appropriate education for all handicapped persons; vocational educators are challenged to serve physically handicapped indivduals so that they become successful, happy, and productive workers and citizens.

Disabilities Among Adults

In 1972 the Social Security Administration sponsored a survey of 18,000 disabled and nondisabled persons aged 20-24; most of the current statistical reports and the evaluations and interpretations about the disabled group stem from this survey.

Again, only selected references will be reviewed here. In some cases the conclusions from the reference will be reported in toto as they are very succinctly stated. Analogies and relationships between these reports and the findings of this project will be made later. Many procedures used in this project stem from or are parallel to those used in one or more of these projects.

Schechter: 1972 Survey of Disabled and Nondisabled Adults

The 1972 survey of employment and work adjustments of disabled and nondisabled adults was sponsored by the Social Security Administration, a governmental agency that probably has the best access to such data. For this survey, the term "disability" was defined as "a limitation in the kind or amount of work (or housework) resulting from a chronic health condition or impairment lasting 3 months or longer."[5] Three levels of severity of the disability were classified by the extent of the work limitations:[6]

(a) severely disabled--unable to work at all or unable to work regularly,

(b) occupationally disabled--able to work regularly but unable to do the same work as before the onset of the disability or unable to work full time, and

(c) secondary work limitations--able to work full time, regularly, and at the same work, but with limitations in the kind or amount of work they can perform; women with limitations in keeping house, but not in paid work are included as having secondary work limitations.

This project dealt primarily with adults who became disabled after they had already been employed; in fact, of the 15.6 million individuals in the United States who were disabled in 1972, 8 out of 10 were employed when the disability began. Schechter[7] concluded that the personal characteristics of the disabled--age, sex, level of education, motivation--were directly related to the levels of adaptation and/or recovery made by the disabled individuals.

The definition of severity of the disability in the 1972 study was based on the individual's self-report of his/her capacity for work and/or the current work schedule and must not be viewed as a measure of clinically evaluated health. The current Kentucky project also used the self-report procedure in identifying the type and severity of impairments.

Schechter[8] reported that the greater the extent of disability the greater the likelihood that the disabled worked less than they did before the disability occurred; more than one-half of the severely disabled were not working at all. Women were less likely than men to be employed after the onset of a disability.

Among the severely disabled, workers under age 44 were significantly more likely to work the same work week after the onset of the disability than were older workers. Schechter[9] pointed out that this trend for the younger severely disabled workers to return to work full time--when the trend has been not to work at all--may be due to economic need. However, it may be due as well to an interaction between age and the operation of social-psychological mechanisms such as self-esteem, social status in the family, vocational interest, and need for social contacts.

Schechter[10] stated that job retention after the onset of disability may result from the operation of two sets of factors: (1) the particular psychological characteristics that attract some types of individuals to some jobs, and (2) elements of work management. The latter--work itself--may interrelate to the size of an organization, the extent of the division of labor within a company, and the presence of explicit employer bias making necessary work adjustments for the disabled--as well as in hiring practices.

In the 1972 study[11] severely disabled workers in manufacturing were less likely to remain in the same industry than workers in agriculture, finance, and service. The last two groups had the highest retention rates among both the occupationally and severely disabled groups. Those with secondary work limitations were least likely to remain in the wholesale/retail trades after onset of a disability--and at significantly lower

rates/percentages than those shown for other industries. Rank-and-file craftsmen were also unlikely to remain in the same occupations after the onset of a disability.

For those who were disabled while working, most (69 percent) who worked after the onset of the disability returned to work within half a year.[12] Women were more likely to take more than a year to return to work than men. Among the severely disabled 58.7 percent did not return to work at all.

Those disabled while working were more likely to change to another type of job as well as a different employer than before the onset of the disability.

President's Committee on Employment of the Handicapped

In a special pamphlet entitled "Facts About Handicapped People," the President's Committee on Employment of the Handicapped reported the following facts and figures about the handicapped:[13]

1. One in eleven persons is handicapped

   --Over 11 million Americans 16-64 reported that they had permanent work disabilities in 1970

   --This is 9 percent of all those 16-64

   --By sex: 10 percent of all men, 3.5 percent of all women

2. Many Americans have long-term disabilities

   --Over 6 million Americans 18-64 had been disabled for 5 years or longer in 1970. This is more than half of those with permanent disabilities

   --Over 4 million had been disabled 10 years or longer. This is more than one-third of those with permanent disabilities

3. Disability increases with age

   --4.5 percent of the 16-24 age group as compared with 21 percent of the 55-64 age group

4. The disabled population is considerably older than the general population

   --15 percent of the total U.S.A. population was 55-64 years old in 1970. More than double that percentage--35 percent--of the handicapped population was between 55-64 years old

   --38 percent of the total population was between 35-54 years old; 42 percent of the handicapped population was between 35-54

   --For the younger ages--16-34--it's an entirely different story. 47 percent of all the population; only 23 percent of the handicapped population

5. The handicapped have less schooling than the nonhandicapped

   --37 percent of disabled Americans 18-64 did not go beyond elementary school compared with 18 percent of the general population

   --85 percent of the disabled did not go beyond high school compared with 75 percent of the general population

   --Only 5 percent of the disabled had some college education compared with 11 percent of the general population

6. Disabilities limiting work capabilities are more prevalent among minorities than among whites

   --9 percent of whites 18-64 reported permanent work disabilities in 1970 (11 percent for men, and 8 percent for women)

   --13 percent of blacks 18-64 reported such disabilities (13 percent for both men and women)

   --10 percent of Spanish origin reported such disabilities (10 percent for men, and 9 percent for women)

7. More of the disabled are heads of households than in the general population

   --43 percent of the disabled population 18-64 were heads of households compared with 39 percent of the general population

   --13 percent of all households in the disabled population were headed by women compared with 10 percent headed by women in the general population

8. A higher proportion of disabled persons have never worked than persons in the general population

   --4 percent of handicapped men 18-64 had never worked compared with 2 percent of the total male population

   --16 percent of disabled women had never worked compared with 11 percent of all women

9. Far fewer of the handicapped than of the general population are employed

   --42 percent of handicapped adults were employed in 1970 compared with 59 percent of the general population. Handicapped persons not employed include both (a) those ready and willing to work who are seeking work and (b) those who are not officially in the labor force (defined as not working and not looking for work) for a variety of reasons. Some of these reasons have more to do with the physical and attitudinal barriers of society than with the disabilities of those individuals

   --By sex: 58 percent of handicapped men compared with 76 percent of all men, 25 percent of handicapped women compared with 42 percent of all women

10. Disability strikes primarily in adult years

   --82 percent of the disabled 18-64 acquired their disabilities after age 17. By this time they had already received their basic education and had acquired normal work aspirations

   --32 percent became disabled during early career years (18-34)

   --41 percent became disabled between 35-54

   --9 percent became disabled after age 54

11. Handicapped workers have lower earnings than nonhandicapped workers

   --The average handicapped person's income was about $1,000 below the average for the total population (Median income 1969; disabled, 16-64, $1,800; total population, 14-64, $2,700)

   --Among men the difference is even more striking (Median income 1969: handicapped, $4,200; total $6,200)

   --45 percent of men in the general population but only 31 percent of handicapped men made over $7,000 in 1969

12. Disabled people with jobs held proportionately fewer professional, technical and managerial jobs than did the general population

--21 percent of employed disabled men held professional, technical and managerial positions compared with 26 percent of the total male population

--15 percent of all disabled women employed held professional, managerial and technical positions compared with 20 percent of all employed women

--Disabled men were more likely than nondisabled men to have clerical, sales, service or laborers' jobs

--22 percent of disabled women were laborers or service workers compared with 17 percent of all employed women

13. Disability takes a variety of forms

--26 percent of the disabled had cardiovascular disorders, including heart trouble and high blood pressure

--25 percent had muscular or skeletal conditions, including arthritis, rheumatism and back trouble

--10 percent had mental disorders, including mental retardation and mental illness

--9 percent had respiratory and related disorders, including asthma

--9 percent had disorders of the nervous system, including epilepsy, multiple sclerosis, and paralysis

--5 percent had digestive disorders

--3 percent had diabetes

--3 percent had visual impairments

--10 percent had other and unspecified conditions. (It is estimated that deafness is the nation's most prevalent disability. However, no breakdown for deafness was included in the above profile.)

du Pont Study

E. I. du Pont de Nemours and Company, the 16th largest employer in the United States, recently conducted a survey of its 110,000 employees over an 8-month span. A total of 1,452 employees had physical handicaps,

including orthopedic problems, blindness, heart disease, vision impairment, amputations, paralysis, epilepsy, hearing impairments, and total deafness.

Some of the key findings of the du Pont study were:[14]

1. Insurance: There were no increases in compensation costs nor lost-time injuries.
2. Physical adjustments: Most handicapped required no special work arrangement.
3. Safety: 96 percent of handicapped workers rated average or better both on and off the job; more than one-half were average.
4. Special privileges: A handicapped worker wants to be treated as regular employee.
5. Job performance: 91 percent rated average-or-better.
6. Attendance: 79 percent rated average or better.

The du Pont study indicated that there was very little difference between handicapped and nonhandicapped workers as to their ability to work in harmony with supervisors and fellow employees.

In another study conducted by the U. S. Office of Vocational Rehabilitation of 100 large corporations, the physically handicapped seemed to have a slight edge in job performance as compared with the nonhandicapped:

1. Productivity: 66 percent of the employers reported no difference; 24 percent rated the handicapped higher; 10 percent, lower for handicapped.
2. Accident Rates: reported lower for the handicapped by 57 percent of the employers, with 41 percent reporting the same accident rate and only 2 percent reporting higher for the handicapped.
3. Absenteeism: reported lower for the handicapped by 55 percent of the employers; 40 percent, no difference; and 5 percent reported higher for the handicapped.
4. Turnover Rates: reported lower for the handicapped in 83 percent of the cases; 16 percent, the same; and 1 percent higher for the handicapped.

U. S. Department of Labor

Each year the U. S. Department of Labor prepares the EMPLOYMENT AND TRAINING REPORT OF THE PRESIDENT on employment and unemployment of the labor force; labor force trends by sex and age, race and ethnic origin, family status; wage rates and earnings; and productivity. It also reports on program performance of such units as CETA (Comprehensive Employment and Training Act program); programs for special target groups such as migrants and older workers; Work Incentive Programs; food stamps; and the Job Service, to name a few. Special sections in the 1979 edition are devoted to "worktime" and "women who head families." Other special reports and statutory reports are also provided.

Legislation has mandated the Department of Labor itself to take specific actions related to the handicapped:

First of all, the Job Service branch must designate at least one person in each local office to make special services available to the handicapped persons who need them. The Job Service[15] reports that handicapped applicants comprised 5.5 percent of all new and renewal applicants in 1978. And of the 845,000 handicapped individuals who registered with them, 157,000 were counseled and 43,000 were tested. Applications from the handicapped group were down somewhat from the previous year but placements were up 12 percent--that is, a total of 232,000 handicapped persons were placed on jobs in 1978.

Furthermore, the U. S. Department of Labor has been directed to meet the employment-related needs of Vietnam-era veterans through three different directives: CETA (Comprehensive Employment Training Act), HIRE I (Help Through Industry Retraining and Employment Program which is an expansion of the public service employment effort), and

Disabled Veterans Outreach Programs (which was new in 1978). The Department of Labor and the Job Service work with and through other public organizations such as the National Council of Churches of Christ, Project Verdict Foundation of Chicago, Community Services Administration, and the Blinded Veterans Association, to name a few.[16]

The U. S. Department of Labor has also been directed to review the CETA programs periodically to determine if they are complying with the mandate for outreaching, testing, placement, and advancement practices with respect to handicapped individuals as performed by prime sponsors.[17]

Bureau of the Census

The Bureau of Census[18] reported in the Current Population Reports Series that 13 percent of the persons 18 to 64 years of age in the United States had a health condition which limited the kind or amount of work that they could do in 1976. Of that group 6 percent were completely prevented from working, 1.7 percent were not able to work regularly, and 6 percent were limited in the kind or amount of work that they could do but were able to work regularly.

The proportion of persons with a work disability was higher in the South than in other regions while Alaska had the lowest rate of the States. Probably the proportion of disabled persons in the South relates to the number of elderly residing there and to employment in types of jobs with relatively high disability rates.

Females are more likely than males to have a health condition which prevents them from working, but this difference is generally thought to be associated with differences in such factors as labor force attachment and work opportunities rather than differences in the severity of health problems.

Kentucky has a higher percentage of handicapped persons in every category than the South Region and the total United States (see Table A-1 on the next page).

Pennsylvania Survey

A follow-up of 1976-77 physically handicapped graduates from vocational programs in Pennsylvania included those from vocational schools, intermediate schools and approved private schools. The control population (the physically handicapped) were compared with regular vocational graduates from the same programs who had no physical handicaps. A total of 311 responses (187 males and 124 females) were obtained from the physically handicapped.[19]

When the physically handicapped group in vocational education was compared with the nonhandicapped vocational student and the handicapped academic student on intelligence classifications, little or no difference was found. The physically handicapped students were placed in regular occupational classes on a full-time basis approximately 16 percent of the time, and in special education part-time and regular vocational classes part-time for less than 1 percent of the time.

The major conclusions derived from the study included:

1. Most of the handicapped vocational graduates' starting salaries were about the same as those for nonhandicapped vocational graduates.[20]

2. In most cases, occupational training was not related to the first job (52 percent of the handicapped vocational, 40.5 percent of the handicapped academic and 53.7 percent of the nonhandicapped vocational graduates said their vocational training was not related to jobs).[21]

3. Most of the employers of the physically handicapped indicated that the handicapped workers did not have any problems socially adjusting within the company.

TABLE A-1

COMPARISON OF WORK DISABILITY STATUS OF PERSONS AGE 18 TO 64 OF KENTUCKY WITH THE SOUTH AND THE UNITED STATES[a]

Geographic Area	Total Reporting on Work Disability Status (in thousands)	Percent with a Work Disability[b]			
		Total	Prevented from working	Not prevented from working, but not able to work regularly	Able to Work Regularly
Both sexes					
United States	123,797	13.3	3.8	1.7	5.8
South	39,517	15.5	7.0	2.2	6.3
Kentucky	1,937	18.7	8.4	2.7	7.5
Male					
United States	60,079	13.3	5.1	1.4	6.7
South	19,120	15.8	6.5	1.8	7.4
Kentucky	940	19.9	9.1	2.0	8.8
Female					
United States	63,718	13.3	6.4	2.1	4.9
South	20,397	15.3	7.4	2.6	5.3
Kentucky	997	17.5	7.8	3.4	6.3

[a]Bureau of Census, "Demographic, Social, and Economic Profile of States: Spring, 1976," CURRENT POPULATION REPORTS, Series P-20, No. 334, January, 1979, pages 79-81.

[b]"Work disability" means that the person has a long-term health condition that limits the kind or amount of work the person can do: "prevented from working" means that the person has a limited health condition that made or will make it impossible to work at any job at all for a long period of time; and "able to work regularly" means that the person is able to work at a permanent steady job (regardless of the number of hours the person is able to work).

4. It was found that business, data processing, distributive education, electronics, food services and communications programs were beneficial to the employability of physically handicapped vocational graduates.

5. Handicapped and nonhandicapped vocational male graduates earned a greater current salary and were working a greater proportion of time than females.

6. Co-op experiences appear to improve the current salary and length of employment of both handicapped and nonhandicapped graduates.

The current Kentucky graduate/completer follow-up did not include nonhandicapped vocational graduates. The Pennsylvania study concluded that the handicapped and nonhandicapped had insignificant differences upon admission to the vocational program and in ratios of job placement. Furthermore, an extensive follow-up of all vocational program graduates takes place each year in Kentucky; a new placement and follow-up system is also being initiated in the state.

Department of Health, Education, and Welfare

The Department of Health, Education, and Welfare conducted a survey of handicapped persons among its own employees in May, 1978. They found:[22]

1. As of May 31, 1978, HEW employed 6,211 full-time handicapped persons which included 5,907 who were in the GS-workforce and 304 in the various other pay plans. In Headquarters, there were 1,759 handicapped men and 1,737 women; in the regions, 1,309 men and 1,406 women.

2. The total number of full-time handicapped employees represented 4.5% of HEW's total employees (139,010).

   Of the 5,907 GS-handicapped employees, 3,095 were women (52.4%).

3. In the total GS-workforce (132,802), women (85,044) were 64% of the employees.

   Handicapped women exceeded the number of handicapped men through GS-9; in the total HEW workforce, women exceeded the number of men through GS-10.

In the total workforce at HEW, approximately 30 percent were from a minority group while only 20 percent of the handicapped were from a minority group. Handicapped black employees made up approximately 15 percent of the total handicapped group; Hispanics, 2 percent; American-Indian, 1.5 percent; Orientals, 0.9 percent; Eskimo/Aleut, only 0.2 percent.

Handicapped employees, whether male or female, were employed in lower grades than the nonhandicapped; handicapped women had an average of 3.2 grades lower than the handicapped men.

Vocational Opportunities for the Severely Handicapped

Cook, Dahl, and Gale[23] directed a project entitled Vocational Training and Placement of the Severely Handicapped (VOTAP) in which potential vocations for severely handicapped youth and adults were identified. Their handbook classified barriers to employment into four areas: attitudes, communication, environment, and skills; then strategies for overcoming each barrier were identified.

The Cook, Dahl, and Gale report also included listings of job titles and the type of impairment of that worker for severely handicapped employees; these were listed within specific occupational or job clusters; i.e., "stenography, typing, filing, and related occupations," "sales occupations," "metal machining occupations." Their job title listings illustrate the many career opportunities available to severely handicapped individuals who have the interest and the vocational and academic training. Such listings are beneficial to vocational counseling and vocational program planning for the handicapped group.

Summary

The need for vocational training and employment by physically handicapped persons is evident; the career potential is good. This project is designed to identify representative job titles already held by physically handicapped employees as one way to identify viable career models and to identify occupational gaps for which training should be increased and improved.

FOOTNOTES

[1]O'Neill, George. "Washington Report." Phi Delta Kappan, May, 1979, pp. 628-629.

[2]Ibid., p. 5.

[3]Phelps, L. Allen, and Ronald J. Lutz. CAREER EXPLORATION AND PREPARATION FOR THE SPECIAL NEEDS LEARNER. Boston: Allyn and Bacon, Inc., 1977, pp. 2-3.

[4]Ibid.

[5]Schechter, Evan S. "Employment and Work Adjustments of the Disabled: 1972 Survey of Disabled and Nondisabled Adults," Social Security Bulletin, July, 1977, p. 3.

[6]Ibid., p. 15.

[7]Ibid., p. 3.

[8]Ibid., p. 4.

[9]Ibid., p. 5.

[10]Ibid., p. 6.

[11]Ibid., p. 8.

[12]Ibid., p. 9.

[13]President's Committee on Employment of the Handicapped, "Facts About Handicapped People," pamphlet based on ONSET OF DISABILITY (Report Number 18 from Social Security Survey of the Disabled, 1966, DHEW Publication Number SSA 72-11713) and PERSONS WITH WORK DISABILITY (Final Project PC(2)-6C, U. S. Bureau of Census, Census of Population: 1970 Subject Reports, 1973).

[14]"Hiring the Handicapped: Facts and Myths." Pamphlet published by President's Committee on Employment of the Handicapped and the American Mutual Insurance Alliance of Chicago.

[15]U. S. Department of Labor. EMPLOYMENT AND TRAINING REPORT OF THE PRESIDENT. Washington, D. C.: Superintendent of Documents, U. S. Government Printing Office, 1979, p. 66.

[16]Ibid., pp. 125-149.

[17]Ibid., p. 219.

[18]Bureau of the Census, "Demographic, Social, and Economic Profile of States: Spring, 1976," CURRENT POPULATION REPORTS, Series P-20, No. 334, January, 1979, pages 5-6.

[19]Lewis, James P., and Rodney F. Tarr. SUMMARY 1974-1976 FOLLOW-UP OF VOCATIONAL PHYSICALLY HANDICAPPED GRADUATES IN PENNSYLVANIA. Project Number 19-6807. Governor's Committee for the Physically Handicapped and Research Coordinating Unit, Bureau of Vocational Education, Pennyslvania Department of Education, 1979.

[20]Ibid., p. 2-3.

[21]Ibid., p. 10.

[22]"Handicapped Employees in the Department of Health, Education, and Welfare," internal report by DHEW, September, 1978, pp. 1-4.

[23]Cook, Paul F.; Dahl, Peter R.; and Gale, Margaret Ann. VOCATIONAL OPPORTUNITIES: VOCATIONAL TRAINING AND PLACEMENT OF THE SEVERELY HANDICAPPED. Salt Lake City, Utah: Olympus Publishing Company, 1978.

CHAPTER A-2

THE BUSINESS AND INDUSTRY SURVEY

Data about the physically handicapped population in general is fragmented or missing--and is especially so in terms of labor force data. Compilation of data about the number of school-age children by the types of impairments was only recently mandated by legislation. Only recently did school census surveys include a comprehensive search for physically handicapped children who were not in school.

Data about the physically handicapped adult population is fragmented between several data bases: (1) vocational rehabilitation agencies, (2) unemployment and welfare agencies, and (3) social security agencies. Furthermore, these data bases serve those who have been unable to overcome physical handicaps and/or who are currently getting assistance; there is another segment of the physically handicapped population, however, that is largely "unknown" and therefore uncounted. The "unknown" group is made up of those who have succeeded financially, emotionally, and socially in overcoming, or at least to some degree counteracting, their impairment. In fact, the physically impaired individuals who are successful are independent persons who do not consider themselves "handicapped." The current legislation specifically states that it provides for only those who are "in need" of support.

The physically handicapped person may also be "unknown" because the impairment was not considered part of the legal definition previously and/or the information is simply not recorded on current records.

Occupational training and employment opportunities are difficult to obtain by some physically handicapped individuals because of the attitudes of a nonhandicapped individual who does not understand the situation, does not want to work with these individuals, or is unsure about how to cooperate.

The physically handicapped individual may or may not have problems that vary in proportion to the severity of the impairment. But the nonhandicapped person has problems, too. The talents and abilities of any individual, handicapped or nonhandicapped, vary considerably; and individual differences in both groups should be accommodated in both educational settings and employment.

The entire "mainstreaming" concept is based on the premise that physically handicapped individuals become a part of and have equal opportunity in society. Mainstreaming does not mean that physically handicapped students will be automatically enrolled, or forced to enroll, in a regular vocational classroom--it is not a "sink or swim" situation. Rather, an assessment is made of the individual's status in physical and academic areas, emotional maturity, and vocational aptitudes and interests. Then--and only then--is that individual placed in a specific program--one that represents the "least restrictive environment possible" and one in which the person has a viable chance of success.

This business and industry survey was designed to identify job titles that physically handicapped employees are now doing--the emphasis is on what the employee <u>can do</u>-- career models, as they are often called.

Furthermore, the job title lists reveal areas or gaps in which there is a need to develop vocational programs for the handicapped and/or provide training in existing regular vocational programs.

Methods and Procedures

The questionnaire sent to businesses and industries asked for these types of information (see Appendix A-1):

(1) job title, three major tasks, and DOT code (if known) for each physically handicapped employee

(2) date the employee was hired

(3) type of impairment for that employee

(4) statement that the job was or was not an entry-level one

(5) description of any adaptation of job, work station, and/or equipment because of the physical impairment

(6) level of education completed by that employee

(7) identification of any vocational training and the type of program, if known

The respondent was asked to omit any jobs for which a four-year college degree was required; however, as the data was analyzed, it seemed that a few companies did not do so.

A box was provided for respondents to indicate that they did not have any physically handicapped employees.

Stratification Dimensions

A 5 percent stratified random sample using the optimal allocation process was used; this process is currently used by Manpower Services, Bureau of Labor Statistics and is described in OCCUPATIONAL EMPLOYMENT STATISTICS PROGRAM, a handbook for that agency.

The three-way stratification was based on: (1) four specific vocational education regions in Kentucky; (2) Standard Industrial

Classification Codes (called SIC hereafter) and (3) size of company as determined by number of employees reported in March, 1978.

The Division of Unemployment Insurance, Department of Human Resources, Kentucky, supplied the following data bank from which the sample was drawn: name and address of each reporting business and industry in the four vocational regions, the SIC code, and number of employees (size) in March, 1978.

Geographic Stratification. Geographic distribution was ensured by selecting four vocational education regions (Exhibit 1 in Final Report): Region 4, Barren River; Region 6, Jefferson; Region 12, Hazard; and Region 15, Bluegrass. These regions also include various types of community/social types, such as metropolitan core, city, town, urban fringe, and rural, although the community/social type was not used in the stratification or analyses.

Nearly half of the companies in these regions are located in Region 6 (Table A-2) and one third are in Region 15. Region 12 has the smallest percentage of companies and is mainly a rural area.

TABLE A-2

NUMBER AND PERCENTAGE OF COMPANIES IN BUSINESS AND INDUSTRY SURVEY BY SIZE AND VOCATIONAL EDUCATION REGION

Size of Company	No. of Employees	Vocational Education Region				Total by Size	
		4	6	12	15	No.	Percent
Small	0-49	3,833	13,928	1,797	10,412	29,970	94.9
Medium	50-249	110	741	45	428	1,324	4.2
Large	250+	30	142	9	92	273	0.9
Total		3,973	14,811	1,851	10,932	32,567	
Percent		12.6	46.9	5.9	34.6		100.0

Industrial Stratification. Job titles were sought from a cross section of the employment world in order to identify those representative of the various vocational programs. The Department of Labor uses ten broad categories (Table A-3) in the Standard Industrial Classification (SIC) Code for collecting and reporting labor statistics. The code was available for each company in the data bank making the three-way stratification possible.

There are some problems in using the SIC Code for identifying jobs by vocational programs later. For example, many businesses and industries may have employees with a job title relating to business and office education, and thus that program may be overrepresented. However, the study is based on variety of job titles rather than number of employees with that job title, and thus the problem was considered a minor one.

The number and percentage of companies in each SIC category in the four regions appear in Table A-3; the wholesale/retail trade category had more companies than any other category; service companies and construction companies were second and third in number.

Stratification by Company Size. Each business and industry sends a report to the Kentucky Division of Unemployment Insurance and is counted as one unit regardless of the number of employees it has. Hence, stratification by size, or number of employees, was built into the random sample. As of March, 1978, there were over 57,100 companies in Kentucky; they employed approximately 920,000 persons. Of these, 31,567 companies are in the four vocational education regions selected for this study.

Although the data base used nine different categories based on number of employees, these categories were reduced to three company sizes using the same definitions as the Department of Labor: small, 1-49 employees; medium, 50-249 employees; and large, 250 or more employees.

TABLE A-3

NUMBER AND PERCENTAGE OF COMPANIES IN BUSINESS AND INDUSTRY SURVEY BY SIC CODE AND VOCATIONAL EDUCATION REGION

Standard Industrial Classification		Vocational Education Regions				Total by SIC Code	
Code No.	Type	4	6	12	15	No.	Percent
0	Agriculture, forestry, and fishing	49	179	6	208	442	1.40
1	Mining	65	35	347	53	500	1.58
2	Construction	531	2,043	87	1,600	4,261	13.50
3	Manufacturing	243	883	53	525	1,704	5.40
4	Transportation, communication, electric and gas, sanitary services	180	517	364	447	1,508	4.78
5	Wholesale trade, retail trade	1,675	5,180	638	3,985	11,478	36.36
6	Finance, insurance, real estate	286	1,436	69	958	2,749	8.71
7	Services	926	4,511	271	3,109	8,817	27.93
8	Public administration	18	20	16	44	98	.31
9	Nonclassifiable establishments	0	7	0	3	10	.00
Totals by Region:							
	No. of Companies	3,973	14,811	1,851	10,932	31,567	
	Percent of Total	12.59	46.92	5.86	34.63		100.0

The number and percentage of companies were given in Table A-2 by company size and by vocational education region. Small companies, those with less than 50 employees, made up nearly 95 percent of the total companies in the four regions.

Sampling

The size of the sample was determined after consideration of the size of the universe, the degree of error that was acceptable, and the budget. The actual number of cases in the sample can be relatively small if the sampling is representative and systematic.

Over 55 percent (31,567 of 57,100) of the companies in Kentucky were located in the four vocational education regions selected for this survey. This survey was not conducted to determine compliance with laws about employment of physically handicapped individuals; neither was it designed to determine the total number of physically handicapped employees. Therefore, it was not necessary to contact the entire 31,567 companies.

Precedence has been set in both labor statistics and in large-scale educational surveys for using a 5 percent random sample, particularly when stratification is possible. However, the problem of using the "company" rather than the employee as the population unit presents another difficulty when the number of employees varies. For example, the 67 large companies (having over 1,000 employees) in Kentucky comprise only 1 percent of the total number of companies; yet they employed 255,000 (33 percent) of the employees in March, 1978. If the 5 percent size were used, none or only one of these companies would be included in the sample. In contrast, a 5 percent sample of 25,000 companies, each

employing 0-3 persons, or a total of only 52,000, would include 1,250 companies and a maximum of 3,750 employees.

Therefore, a stratified optimal allocation method that considered size (number of employees) as well as number of company units was employed to cover the most employees while ensuring a cross section by size of company also.

Finally, the number of companies selected for some cells in the stratification charts were increased to ensure a 5 percent sample.

The University of Kentucky office of Educational Research cooperated in determining the population in each strata of the data bank and in selecting the sample iself as well as in compilation of results.

Thus the sample consisted of 1,596 companies and represented the four vocational education regions, the ten SIC Code categories, and the three sizes of companies. Table A-4 gives the analysis by SIC and company size. Of the 1,596 questionnaires, 211 were mailed to companies in Region 4, 727 to Region 6, 102 to Region 12, and 556 to Region 15.

Analysis of Responses

The representativeness of the job title catalogs for this project depends on the representativeness of the sample in relation to the total population and the relationship of the responses to the sample itself. Therefore, it is necessary to establish that the responses were received in approximately equal proportions as in the sample and the population.

Number of Returns

Of the 1,596 questionnaires sent, 816 (51.1 percent) were returned (predictions for the number of returns was much lower--20 percent).

TABLE A-4

ANALYSIS OF 5 PERCENT SAMPLE BY SIC CODE AND COMPANY SIZE FOR THE BUSINESS AND INDUSTRY SURVEY (TOTAL COMPANIES AVAILABLE--31,567)

SIC Code	Type of Industy	Company Size			Total Companies by SIC Code	
		Small	Medium	Large	No.	Percent
0	Agriculture, forestry, and fishing	20	4	0	24	1.5
1	Mining	13	9	7	29	1.8
2	Construction	197	16	2	215	13.5
3	Manufacturing	21	37	36	94	5.9
4	Transportation, communication, electric and gas, sanitary services	41	22	14	77	4.8
5	Wholesale trade, retail trade	422	105	39	566	35.5
6	Finance, insurance, real estate	108	21	13	142	8.9
7	Services	320	77	41	438	27.4
8	Public administration	4	4	1	9	0.6
9	Nonclassifiable establishment	2	0	0	2	0.1
Total by Company Size:						
	No.	1,148	295	153	1,596	
	Percent	72	18	10		100

Of these (see Table A-5), 761 were usable; 673 companies (82.4 percent of the returns) indicated they did not have any physically handicapped employees. Only 88 (11.6 percent) of the companies indicated that they had any physically handicapped employees.

TABLE A-5

NUMBER AND PERCENTAGE OF RESPONSES IN THE BUSINESS AND INDUSTRY SURVEY

Type of Response	Subtotal		Total	
	No.	Percent	No.	Percent
Unusable Returns:			55	3.4
Refusals	19	34.5		
Undeliverable	36	65.5		
Usable Returns:			761	47.7
No physically handicapped employees	673	82.4		
One or more physically handicapped employees	88	11.6		
Not Returned			780	48.9
Total			1,596	100.0

Of the nineteen refusals, one was from a small company, four from medium-sized companies, and fourteen from large companies. The reasons varied; most often they indicated that they did not have such records. Other reasons cited at least once: "considered such information confidential," "would take too much time and work to collect data from our files," and "have policy of not completing questionnaires unless they are required by law." One large company indicated that they were surveying their employees at that time.

Representativeness of Returns

In using the stratified optimal allocation method of choosing between small companies with few employees and large companies with many employees, the number of questionnaires sent to small companies was reduced from 94.9 percent of the total number to 71.9 percent in the sample. At the same time the number sent to large companies was increased from .9 to 9.6 percent of the total number of companies. Therefore, greater numbers of employees were represented without increasing the cost for sending questionnaires to a large number of small companies. The breakdown of population, sample, and returns by SIC code and company size appears in Table A-6. The overall representativeness of the sample and returns was deemed adequate.

Although the overall representativeness of the returns was adequate, an analysis of internal consistency--that is, with each stratification by company size and region (Table A-7)--was also made. The expected frequencies represent the proportion or percentage of companies in the population while the obtained frequencies represent the proportion of returns in each category. In general, the obtained frequencies were parallel to the expected or actual ones; some differences are acceptable because of the effect that one return makes when the actual number in the sample is small.

TABLE A-6

NUMBER AND PERCENTAGE FOR POPULATION, SAMPLE, AND RESPONSES FOR THE BUSINESS AND INDUSTRY SURVEY FOR ALL REGIONS BY SIC AND COMPANY SIZE

SIC Category	*	Company Size			Pop/Sample		Returns	
		Small	Medium	Large	Total	% of Total	No.	% of Total
0 Agriculture, forestry, and fishing	P	430	12	0	442	1.4		
	S	20	4	0	24	1.5		
	R	7	5	0			12	1.6
1 Mining	P	460	33	7	500	1.6		
	S	13	9	7	29	1.8		
	R	4	5	3			12	1.6
2 Construction	P	4,196	63	2	4,261	13.5		
	S	197	16	2	215	13.5		
	R	101	7	1			109	14.3
3 Manufacturing	P	1,247	309	148	1,704	5.4		
	S	21	37	36	94	5.9		
	R	13	15	8			36	4.7
4 Transportation, communication, electric and gas, sanitary services	P	1,408	85	15	1,508	4.8		
	S	41	22	14	77	4.8		
	R	20	8	3			31	4.1
5 Trade (wholesale and retail)	P	11,012	422	44	11,478	36.4		
	S	422	105	39	566	35.5		
	R	213	42	11			266	35.0
6 Finance, insurance, real estate	P	2,659	77	13	2,749	8.7		
	S	108	21	13	142	8.9		
	R	49	14	4			67	8.8
7 Services	P	8,463	311	43	8,817	27.9		
	S	320	77	41	438	27.4		
	R	100	42	20			162	21.3
8 Public administration	P	85	12	1	98	.3		
	S	4	4	1	9	.6		
	R	63	2	0			65	8.5
9 Nonclassifiable establishments	P	10	0	0	10	.0		
	S	2	0	0	2	.1		
	R	1	0	0			1	.0
TOTALS								
No. in Population		29,970	1,324	273	31,567			
% of Population		94.9	4.2	.9		100.0		
No. in Sample		1,148	295	153	1,596			
% of Sample		71.9	18.5	9.6		100.0		
No. in Returns		571	140	50			761	
% of Returns		75.0	18.4	6.6				100

*Key: P, number of companies in the population; S, number of companies in the sample; R, number of company responses

TABLE A-7

COMPARISON OF ACTUAL FREQUENCIES (PERCENTAGE) OF COMPANIES IN THE SAMPLE BY SIZE AND REGION WITH FREQUENCIES (PERCENTAGE) OBTAINED IN BUSINESS AND INDUSTRY SURVEY

Company Size	Region 4		Region 6		Region 12		Region 15	
	*F_e	**F_o	F_e	F_o	F_e	F_o	F_e	F_o
Small	84	77.3	66	55.0	79	82.7	74	72.8
Medium	11	15.1	23	24.3	13	7.7	17	19.6
Large	5	7.6	11	20.7	8	9.6	9	7.6

*F_e Frequency (percentage) of companies in random sampling mailing

**F_o Frequency (percentage) of responses obtained

Two SIC categories (0 representing agriculture, forestry, and fishing and 1 representing mining) have a very small population in comparison to the other categories (Table A-8). Some future project may survey the entire population for physically handicapped employees to achieve a true picture of those two areas.

In the meantime, this project used the sampling technique in order to ensure representativeness from each category and to maintain proportional dimensions.

Physically Handicapped Employees and Their Job Titles

The preceding analyses involved the number and percentage of companies surveyed while this section will deal with information about the physically handicapped employees.

TABLE A-8

COMPARISON OF ACTUAL FREQUENCIES* (PERCENTAGE) OF COMPANIES IN SAMPLE BY SIC CODE AND REGION WITH FREQUENCIES (PERCENTAGE) OBTAINED FROM BUSINESS AND INDUSTRY SURVEY (by June 1, 1979)

SIC Code	Region 4		Region 6		Region 12		Region 15	
	F_e	F_o	F_e	F_o	F_e	F_o	F_e	F_o
0	1.2	1.9	1.2	1.5	.3	0	1.9	1.3
1	1.6	.9	.2	.3	18.8	17.3	.5	1.0
2	13.4	11.3	13.8	12.0	4.7	3.9	14.6	14.9
3	6.1	3.8	6.0	7.6	2.9	3.9	4.8	4.8
4	4.5	3.8	3.5	2.5	19.7	19.2	4.1	7.9
5	42.2	42.5	35.0	34.6	34.5	25.0	36.5	32.3
6	7.2	7.6	9.7	8.3	3.7	9.6	8.8	7.9
7	23.3	26.4	30.5	32.4	14.6	21.2	28.4	29.8
8	.5	1.9	.1	1.0	.9	0	.4	0
9	0	0	0	0	0	0	0	.3

*F_e Frequency (percentage) of companies in random sampling mailing

F_o Frequency (percentage) of responses obtained in sample

Of the 761 companies responding, only 88 reported physically handicapped employees. A total of 239 individual employees were reported, using 139 different DOT code numbers and 165 different job titles.

A complete listing of the data appears in Appendix A-4 by DOT number and title; the region, SIC code and size of company in which employed is also given for each employee as well as the entry-level job designation, necessity for adaptations, educational level completed, vocational training completed if any, and type of impairment. A coding sheet is also included.

An alphabetic listing of all the job titles for the physically handicapped employees identified in the business and industry survey appears in Appendix A-5.

Table A-9 is a breakdown of the number of returns, usable and unusable, for each SIC category. The 761 usable ones were further divided by those indicating one or more or no physically handicapped employees. Analysis of this data is provided a little later.

Table A-10 is an analysis of the physically handicapped employees by the SIC category of the employer, what the size of the employing company is, and the region in which the company is located. A detailed analysis of this data will be provided later.

Location by Vocational Education Region

Of the 88 companies employing physically handicapped employees, 8 (9.1 percent) were in Region 4 (Barren River), 44 (50 percent) in Region 6 (Jefferson), 6 (6.8 percent) in Region 12 (Hazard), and 30 (34.1 percent) in Region 15 (Bluegrass).

TABLE A-9

ANALYSIS OF COMPANIES INDICATING PHYSICALLY HANDICAPPED EMPLOYEES BY SIC CATEGORY AND COMPANY SIZE

SIC Code	No. of Unusable Returns	No. of Usable Returns Indicating Number of Physically Handicapped Employees by Company Size					Number of Usable Returns Indicating One or More Physically Handicapped Employees by Company Size				
		S*	M*	L*	Total	% by SIC	S	M	L	Total No. of Companies	Total No. of Employees
0	1	8	3	0	11	1.6	0	0	0	0	0
1	3	3	4	3	10	1.5	1	1	0	2	4
2	4	97	6	1	104	15.5	4	1	0	5	7
3	8	11	11	6	28	4.2	2	4	2	8	25
4	8	16	6	3	25	3.7	4	2	0	6	25
5	7	200	32	7	239	35.5	13	10	4	27	71
6	4	47	12	1	60	9.0	2	2	3	7	16
7	20	88	36	7	131	19.5	12	6	13	31	84
8	0	63	1	0	64	9.5	1	1	0	2	7
9	0	1	0	0	1	-	0	0	0	0	0
Total No.	55	534	111	28	673		39	27	22	88	239
%		79	17	4		100	44	31	25		

*S=Small, M=Medium, L=Large

TABLE A-10

NUMBER OF RESPONDENTS WITH PHYSICALLY HANDICAPPED EMPLOYEES BY COMPANY SIZE, VOCATIONAL EDUCATION REGION, AND SIC CATEGORY

SIC	No. of Small Companies by Region					No. of Medium Companies by Region					No. of Large Companies by Region					Total Companies	Total Physically Handicapped Employees
	4	6	12	15	T*	4	6	12	15	T	4	6	12	15	T		
0	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	0	-
1	-	-	1	-	1	-	-	1	-	1	-	-	-	-	0	2	5
2	1	1	-	2	4	1	-	-	-	1	-	-	-	-	0	5	5
3	-	1	-	1	2	4	-	-	-	4	-	1	-	1	2	8	29
4	-	-	1	3	4	-	-	-	2	2	-	-	-	-	0	6	24
5	2	5	1	5	13	1	8	-	1	10	-	3	-	1	4	27	76
6	-	-	-	2	2	-	2	-	-	2	-	2	-	1	3	7	15
7	2	4	-	6	12	2	-	-	4	6	2	9	2	-	13	31	78
8	-	-	-	1	1	-	1	-	-	1	-	-	-	-	0	2	7
9	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	0	0
T	5	11	3	20	39	1	18	1	7	27	2	15	2	3	22	88	
No of PH	8	17	10	31	66	3	45	1	25	74	6	77	3	13	99		239

*Total

Of the 239 physically handicapped employees, 19 (8 percent) were employed in Region 4 (Barren River), 141 (59 percent) in Region 6 (Jefferson), 13 (5.4 percent) in Region 12 (Hazard), and 66 (27.2 percent) in Region 15 (Bluegrass). There were slightly more physically handicapped employees in Region 6 according to the proportion of companies while there were slightly fewer employees proportionally in Region 15.

Generally speaking, it seems that the distribution of physically handicapped employees among the regions--and the opportunity for employment--is about equal and is also proportionate to the number of companies in the region.

TABLE A-11

DISTRIBUTION BY REGION OF BUSINESSES AND INDUSTRIES WHO REPORTED HAVING PHYSICALLY HANDICAPPED EMPLOYEES

Region	No. of Responses		With Physically Handicapped Employees		No. of Physically Handicapped Employees	
	No.	Percent	No.	Percent	No.	Percent
4	112	14.7	8	9.1	19	8.0
6	319	41.9	44	50.0	141	59.0
12	44	5.8	6	6.8	13	5.4
15	286	37.6	30	34.1	66	27.6
Total	761	100.0	88	100.0	239	100.0

A preliminary catalog (listing) of job titles and the type/severity of the impairment of the employee holding that job title has been developed for each of the four vocational education regions. These job titles will be combined with the graduate/completer ones to form the master catalog that appears in Part B of this report. The catalog of job titles by region for the business and industry survey appear in Appendix A-6.

Location by Company Size

Of the 88 companies reporting physically handicapped employees, 39 (44.3 percent) were small, 27 (30.7 percent) were medium-sized and 22 (25 percent) were large. The proportion of individuals hired, however, was higher with the large companies (Table A-12) as should be expected since they also had more employees in total. Apparently, employment opportunities for the physically handicapped exist in all sizes of companies.

TABLE A-12

DISTRIBUTION BY COMPANY SIZE OF BUSINESSES AND INDUSTRIES WHO REPORTED HAVING PHYSICALLY HANDICAPPED EMPLOYEES

Company Size (No. of Employees)	Total No. of Responses		With Physically Handicapped Employees		No. of Physically Handicapped Employees	
	No.	Percent	No.	Percent	No.	Percent
Small (0-49)	573	75.3	39	44.3	64	26.8
Medium (50-249)	138	18.1	27	30.7	74	31.0
Large (250 or more)	50	6.6	22	25.0	101	42.2
Total	761	100.0	88	100.0	239	100.0

Analysis by SIC Category

When the distribution of the physically handicapped employees is made by SIC category (Table A-13) of the employing company, the analysis must be made with care as the categories having the largest proportion of companies in the population will also have the largest proportion of companies in the sample. Table A-13 provides numbers and percentages for the total number of responses for each SIC category, the number and percentage of companies with physically handicapped employees, and the number and percentage of physically handicapped employees for each SIC category. Table A-14, however, gives rank order for each SIC category based on proportions of companies/employees within the sample, the responses, the companies reporting physically handicapped employees, and the group of physically handicapped employees itself.

Generally speaking, one would expect each SIC category to maintain the same rank order in each area. This was not true, however. The trade category ranked first in the sample and in total responses but slipped to second place in numbers of companies reporting physically handicapped employees and in the number of physically handicapped employees. The services category ranked second in the sample and in total responses but was first in number of companies reporting physically handicapped employees and in the total number of employees.

Of the 761 useable returns, 673 companies (88.4 percent) did not have any physically handicapped employees; this situation should be a major concern.

TABLE A-13

DISTRIBUTION BY SIC CATEGORY OF BUSINESSES AND INDUSTRIES WHO REPORTED PHYSICALLY HANDICAPPED EMPLOYEES

SIC Categories	Total No. of Responses		With Physically Handicapped Employees		No. of Physically Handicapped Employees	
	No.	Percent	No.	Percent	No.	Percent
0 Agriculture, forestry, fishing	12	1.6	0	0	0	0
1 Mining	12	1.6	2	2.3	4	1.7
2 Construction	109	14.3	5	5.7	7	2.9
3 Manufacturing	36	4.7	8	9.1	25	10.5
4 Transportation, communications, utilities	31	4.1	6	6.8	25	10.5
5 Wholesale and retail trade	266	35.0	27	30.6	71	29.7
6 Finance, insurance, and real estate	67	8.8	7	8.0	16	6.7
7 Services	162	21.3	31	35.2	84	35.1
8 Public administration	65	8.5	2	2.3	7	2.9
9 Non-classifiable	1	0	0	0	0	0
Total	761	100.0	88	100.0	239	100.0

TABLE A-14

RANK ORDER OF SIC CATEGORIES BY PROPORTION OF SAMPLE, TOTAL RESPONSES, EMPLOYERS OF PHYSICALLY HANDICAPPED EMPLOYEES AND PHYSICALLY HANDICAPPED EMPLOYEES

SIC Categories	Rank Order* by Proportion in			
	Sample	Total Responses	Companies of Physically Handicapped Employees	Physically Handicapped Employees
5 Trade . . .	1	1	2	2
7 Services . . .	2	2	1	1
2 Construction	3	3	6	6/7
6 Finance . . .	4	4	4	5
3 Manufacturing	5	6	3	3/4
4 Transportation	6	7	5	3/4
1 Mining	7	8/9	7/8	8
0 Agriculture . . .	8	8/9	9/10	9/10
8 Public Administration	9	5	7/8	6/7
9 Nonclassifiable	10	10	9/10	9/10

* Double numbers (8/9) indicate a tie.

Although the construction category ranked third in the sample and total responses, it dropped to sixth in companies reporting physically handicapped employees and in the number of physically handicapped employees. The manufacturing category was fifth in the sample size and sixth in total responses but it rose to third in number of companies reporting physically handicapped employees and tied for third in the number of physically handicapped employees.

The public administration category by its nature would rank low (ninth) in sample size but it rose to fifth place in number of total responses. This category ranked below the halfway mark in terms of respondents reporting physically handicapped employees and in the number of physically handicapped employees.

Determining the rank order of the categories is one form of analysis that shows the relationship in four different settings. However, the rank order tends to hide vast differences between the data used in determining the rank order.

In reviewing the proportions in Table A-13 given as percentages in the columns, the physically handicapped individual is likely to have a "better than expected" opportunity for employment in the services, manufacturing, and transportation categories and a "less than expected" opportunity in the construction and the public administration categories.

A list of job titles held by physically handicapped employees was arranged alphabetically for each SIC category and appears in Appendix A-8. This listing illustrates the vast employment opportunities

in a variety of companies; some job titles are restricted to only one type of company (gas-meter installer) while others may be found in all categories (general office clerk).

Adaptations to Work

There were very few adaptations identified on the survey instruments--only 32 for the 239 employees (Appendix A-9). In general, these included:

a. adaptation of work space

b. modification of working hours

c. purchase of some special equipment

d. isolated incidence of work selection

There is little conclusive information dealing with adaptations to the work itself for two main reasons: (1) the low incidence of each type of impairment--each one must actually be dealt with individually, and (2) employers tend to adjust the work tasks according to the work flow and the abilities of the individual--for every employee.

Furthermore, this project did not deal with the number of physically handicapped individuals who may have applied for employment without success.

At present, the adaptations appear to be relatively minor and basically for regular jobs as done by nonhandicapped workers. There was little or no data acquired to show movement of companies to job redesign for the handicapped.

Analysis of Data About the Physically Handicapped Employees

The physically handicapped employees worked at various job titles; at the same time two individuals with different types of impairments might work at the same job. The severity of the impairment may also influence the type of job. This section will analyze the data about the physically handicapped employees--the type and severity of the impairment, length of employment, educational background, and job level.

Type and Severity of Impairment

The impairments found in order (based on major impairment only) from highest frequency to lowest (Table A-15) were: 70 (29.3 percent) with health impairments; 57 (23.8 percent), orthopedic impairments; 43 (18 percent), neuromuscular and/or neurological impairments; 30 (12.6 percent), hearing impairments; 22 (9.2 percent), visual impairments; and then 1 (.4 percent) with both hearing and visual impairments.

The level of severity was given only for the hearing, visual, hearing/visual, speech, and orthopedic types of impairments. The highest frequency occurred in the "slight difficulty apparent" level; however, it was outnumbered by the combined "moderate, moderately severe, and severe" levels. The Impairment Coding Sheet is shown as Exhibit A-1.

The job titles for physically handicapped employees have been categorized by type and level of impairment; the list appears in Appendix A-10.

Type of Impairment and Length of Employment

Data for both the type of impairment and the year hired was available for 199 of the 239 physically handicapped employees (Table A-16).

EXHIBIT A-1. PHYSICAL IMPAIRMENT CODING SHEET

Code No.	
Hearing Impaired	
101	No obvious indication
102	Slight difficulty apparent
103	Moderate difficulty apparent
104	Moderately severe difficulty apparent
105	Severe difficulty apparent
Visually Impaired	
201	Physical appearance gives no indication
202	Some very slight indications of the condition, apparent to the trained specialist but not to the layman
203	Some fairly obvious signs of the disability or condition
204	Moderately severe indications of the condition
205	Condition is severe; stands out clearly to all concerned
Both Hearing and Visually Impaired	
301	No obvious indications
302	Slight difficulty apparent
303	Moderate difficulty apparent
304	Moderately severe difficulty apparent
305	Severe difficulty apparent
Speech Impaired	
401	No difficulty at all, observed or reported
402	Slight difficulty apparent
403	Moderate difficulty apparent
404	Moderately severe difficulty apparent
405	Severe difficulty manifested in this area

Code No.	
Orthopedically Impaired	
501	No apparent or reported difficulty
502	A little restriction but not enough to warrant special help
503	Moderate restriction. Can keep up with peers in some ways; in others, needs help or direction of others
504	Moderately severe restrictions
505	Severe restriction of locomotion
Neuromuscularly and Neurologically Impaired	
601	Aphasia
602	Cerebral Palsy
603	Dyslexia
604	Epilepsy
605	Muscular Dystrophy
606	Multiple Sclerosis
607	Paraplegia
608	Polio-caused Paralyses
609	Polymyositis
610	Quadriplegia
611	Spina Bifida
612	Spinal Muscular Atrophy
613	Stroke
614	Other (Specify)
Other Health Impaired	
701	Accidents (disfigurements)
702	Adolescent Pregnancy
703	Arthritis
704	Asthma
705	Cancer
706	Cystic Fibrosis
707	Diabetes
708	Heart Condition
709	Hemophilia
710	Lead Poisoning
711	Leukemia
712	Nephrosis and Nephritis
713	Rheumatic Fever
714	Sickle Cell Anemia
715	Tuberculosis
716	Other (specify)

TABLE A-15

DISTRIBUTION OF PHYSICALLY HANDICAPPED EMPLOYEES BY MAJOR TYPE OF IMPAIRMENT AND THE LEVEL OF SEVERITY

Type of Impairment	Severity of Impairment*					Total	Percent
	1	2	3	4	5		
Hearing	1	1	8	4	16	30	12.6
Visual	1	11	4	2	4	22	9.2
Hearing/Visual	0	0	0	0	1	1	.4
Speech	0	9	4	2	1	16	6.7
Orthopedic	6	31	14	1	5	57	23.8
Total by Severity	9	52	30	9	26		
Neuromuscular Neurological	(No data on severity levels; details below)					43	18.0
Other Health Impairments	(No data on severity levels; details below)					70	29.3
Total						239	100.0

*Key: 1 No obvious indication of problem
2 Slight difficulty apparent
3 Moderate difficulty apparent
4 Moderately severe difficulty apparent
5 Severe difficulty apparent

Neuromuscular/Neurological

Cerebral palsy	4
Dyslexia	3
Epilepsy	9
Muscular dystrophy	1
Multiple sclerosis	1
Paraplegia	5
Polio-caused paralysis	12
Quadriplegia	1
Spina bifida	1
Stroke	3
Other	3

Other Health Impairments

Accidents (disfigurements)	20
Adolescent pregnancy	2
Arthritis	9
Asthma	5
Cancer	4
Diabetes	7
Heart condition	9
Leukemia	1
Rheumatic fever	1
Sickle cell anemia	1
Other	11

TABLE A-16

DISTRIBUTION OF PHYSICALLY HANDICAPPED EMPLOYEES BY IMPAIRMENT AND YEAR HIRED

Type of Impairment	Year Hired							Total	Percent
	1973 or Before	1974	1975	1976	1977	1978	1979*		
Hearing	12	1	0	1	3	1	1	19	9.6
Visual	12	1	0	1	0	3	2	19	9.6
Hearing and Visual	1	0	0	0	0	0	0	1	.5
Speech	7	0	0	2	1	3	1	14	7.0
Orthopedically	26	1	2	7	6	7	3	52	26.1
Neuromuscular or Neurological	22	4	1	2	3	5	1	38	19.1
Other Health Impaired	37	1	1	2	7	7	1	56	28.1
TOTAL	117	8	4	15	20	26	9	199	
PERCENT	58.8	4.0	2.0	7.5	10.1	13.1	4.5		100

*Prior to April 1, 1979

Of these, nearly 59 percent were hired before or in 1973. The number and percentage hired in 1976, 1977, and 1978 appear to be rising somewhat; however, the numbers are very small.

Physically handicapped employees with health or orthopedic impairments appear to be employed more often, followed by those neuromuscular/neurological impairments. Fifty percent or better in each group were employed before or in 1973.

Length of Employment and Entry-Level Job

For the 109 physically handicapped employees for which the date of employment was indicated (Table A-17), the respondents indicated whether the job was or was not an entry-level one. Of these, 43 (39.5 percent) were designated entry-level jobs with 16 employed at that level since 1973 or before. No information was obtained about whether the employee was "capable" (regardless of physical handicap) of being promoted or if another job was available.

TABLE A-17

DISTRIBUTION OF PHYSICALLY HANDICAPPED EMPLOYEES BY JOB LEVEL AND YEAR HIRED

Year Hired	Entry-Level Job	
	Yes	No
1979*	9	0
1978	8	7
1977	5	6
1976	2	8
1975	1	1
1974	2	1
1973 or Before	16	43
TOTAL	43	66
PERCENT	39.5	60.5

*Prior to April 1, 1979

Educational Background

For the 119 physically handicapped employees for which the employer indicated an educational background, the majority or 65 percent indicated only a secondary education while 24 percent had a post-secondary education. In these two groups, more than half were employed at other than an entry-level job. Care should be taken in interpreting Table A-18, however, as there is no indication of the length of time employed nor the type of training program, if any, the employee completed while in school.

TABLE A-18

DISTRIBUTION OF PHYSICALLY HANDICAPPED EMPLOYEES BY JOB LEVEL AND EDUCATIONAL LEVEL

Educational Level	Entry-Level Job?		Total	Percent
	Yes	No		
Secondary	25	40	65	54.6
Post-Secondary	11	13	24	20.2
Four-Year College	4	9	13	10.9
Rehabilitation Center	9	0	9	7.6
Not Indicated	1	7	8	6.7
TOTAL	50	69	119	
PERCENT	42.0	58.0		100.0

Type of Impairment and Educational Background

Regardless of the type of impairment, the majority (54.4 percent) of the physically handicapped employees had only a high school education (Table A-19).

Another 36 percent indicated either a post-secondary or a 4-year collegiate program. Care should be taken in making any generalizations from this small sample.

Over twice as many employees have orthopedic impairments as had either hearing or visual impairments. Similarly twice as many employees had health impairments as had hearing or visual impairments.

TABLE A-19

DISTRIBUTION OF PHYSICALLY HANDICAPPED EMPLOYEES BY EDUCATIONAL LEVEL AND PRIMARY TYPE OF IMPAIRMENT

Educational Level	Type of Impairment*							Total	Percent
	HR	V	HV	S	O	NN	HL		
Secondary	11	14	0	8	31	21	26	111	54.5
Post-Secondary	2	5	1	3	11	7	21	50	24.5
Four-Year College	3	1	0	1	7	6	5	23	11.3
Rehabilitation Ctr.	7	1	0	1	0	2	1	12	5.9
No Indication	1	1	0	1	5	0	0	8	3.9
TOTAL	24	22	1	14	54	36	53	204	
PERCENT	11.8	10.8	.4	6.9	26.5	17.6	26.0		100.0

*Key: HR Hearing
V Visual
HV Hearing/Visual
S Speech
O Orthopedic
NN Neuromuscular/Neurological
HL Health

Statistical Analysis

Analysis of Variance tests were used to determine significant differences:

When using Educational Level as the dependent variable and job entry level, impairment, severity of impairment and year hired as independent ones, there were no differences at the .05 level (Table A-20).

TABLE A-20

ANALYSIS OF VARIANCE

Class Level Information

Class	Levels
Job Entry Level	2
Impairment	5
Severity	5
Year Hired	7

Dependent Variable: Educational Level

ANOVA (N = 98)

Source	df	SS	M Sq.	F	Pr > F
Model	15	12.8684	0.86	0.49	0.94
Error	82	143.6621	1.75		
Corrected Total	97	145.5306			

Source	df	ANOVA SS	F	Pr > F
Job Entry Level	1	0.2107	0.12	0.729
Impairment	4	0.7159	0.10	0.981
Severity Level	4	6.2338	0.89	0.474
Year Hired	6	5.7279	0.54	0.773

When using Year Employed as the dependent variable and job entry level, educational level, impairment, and severity of impairment as independent ones, there were no significant differences between year hired

and impairment (Table A-21). There were differences, however, at the .05 level between year hired and both educational level and severity levels as well as at the .01 level for job entry level.

TABLE A-21

ANALYSIS OF VARIANCE

Class Level Information

Class	Levels
Job Entry Level	2
Educational Level	5
Impairment	5
Severity Level	5

Dependent Variable: Year Hired

ANOVA (N = 98)

Source	df	SS	M Sq.	F	Pr > F
Model	13	133.7556	10.29	2.55	0.0053
Error	84	339.3463	4.04		
Corrected Total	97	473.1020			

Source	df	ANOVA SS	F	Pr>F
Job Entry Level	1	47.3610	11.72	0.001
Educational Level	4	41.0238	2.54	0.046
Impairment	4	6.8320	0.42	0.792
Severity Level	4	38.5387	2.38	0.058

Summary

Only 88 (11.6 percent) of the 761 responding companies indicated that they had physically handicapped employees. Job opportunities seemed to be approximately equal in small, medium, and large companies and averaged about 1 in 50 employees in a company that had any physically handicapped employees.

The physically handicapped person is likely to have a "better than expected" opportunity for employment in the services, manufacturing, and transportation categories and a "less than expected" opportunity in the construction and the public administration categories.

Few adaptations to the work space, job tasks, and/or equipment were reported for the physically handicapped employees; therefore, little job redesign has taken place. Although the present employees may not need such modifications, those physically handicapped persons who do need such job redesign may not have been hired in the past.

A broad spectrum of physical impairments were reported: 70 (29.3 percent) with health-related impairments; 57 (23.8 percent), orthopedic; 43 (18 percent), neuromuscular and/or neurological; 30 (12.6 percent), hearing; 22 (9.2 percent), visual; and one (.4 percent) with hearing/visual impairments.

Nearly 59 percent of the current physically handicapped employees were employed in or before 1973; 37 percent of these were still holding entry-level jobs according to the employer. There appears to be a slight increase in the number employed in recent years but the percent is too small to be considered a trend.

The majority (54.6 percent) of the physically handicapped employees had only a secondary education.

The physically handicapped employee is still a rarity in the world of work; few job tasks, work space, or equipment modifications were necessary for those employed. However, a greater number of companies should be employing physically handicapped persons at a variety of jobs. Job redesign may also be necessary when and if the applicant has multiple and/or severe impairments.

CHAPTER A-3

THE GRADUATE/COMPLETER FOLLOW-UP

The business and industry survey identified job titles held by physically handicapped individudals who were currently employed regardless of their age and background. There are many facets to the challenge facing counselors, vocational program planners, and vocational teachers in working with physically handicapped students--for example, how have the physically handicapped graduates or completers of vocational programs fared in the world of work?

Therefore, a subpart of this project was the task of conducting a follow-up survey of the physically handicapped graduates/completers of vocational programs in the years 1976, 1977, and 1978. The survey was restricted to the same four regions used in the business and industry survey: Region 4, Barren River; Region 6, Jefferson; Region 12, Hazard; and Region 15, Bluegrass. It covered vocational programs at any educational level below the baccalaureate degree; namely, secondary schools, state vocational education schools, area vocational education centers, community colleges (Hazard Community College, Jefferson Community College, and Lexington Technical Institute), and special programs such as the School for the Deaf in Danville and Cardinal Hill Hospital in Lexington.

The questionnaire included the same or similar items as the Kentucky Placement and Follow-up Study project plus additional items that paralleled those in the business and industry survey. The

questionnaire was reviewed by both the Project Advisory Committee and the University of Kentucky Human Investigations Committee (see Appendix A-2).

The Regional Vocational Education Director in each of the four regions was contacted for assistance in obtaining names and addresses of graduates/completers from every vocational program in that region (see Exhibit A-2, a flowchart of the contact process). For the most part the regional office attached the students' names and addresses to mailing labels and/or the envelopes in order to maintain confidentiality of information. The questionnaries were returned directly to the University of Kentucky project office.

Number of Responses

The survey included 364 graduates/completers in the initial mailing (see Table A-22). A total of 140 questionnaires, or 38.5 percent of the mailing, were returned. Only 67 responses, or 18.4 percent, were usable; therefore, the data reported in this section should be viewed with extreme caution.

A total of 48 students (13.2 percent) could not be contacted for lack of adequate or correct address. Twenty-five, or 6.9 percent, were unusable because the person was deceased or the physical handicap code was not included.

Type of Impairment

When the graduates/completers are categorized by major (or most severe) type of impairment, hearing impairments occurred with greater frequency than the others (Table A-23), mainly because of the large

EXHIBIT A-2

FLOWCHART OF CONTACT PROCESS FOR GRADUATE/COMPLETER FOLLOW-UP SURVEY

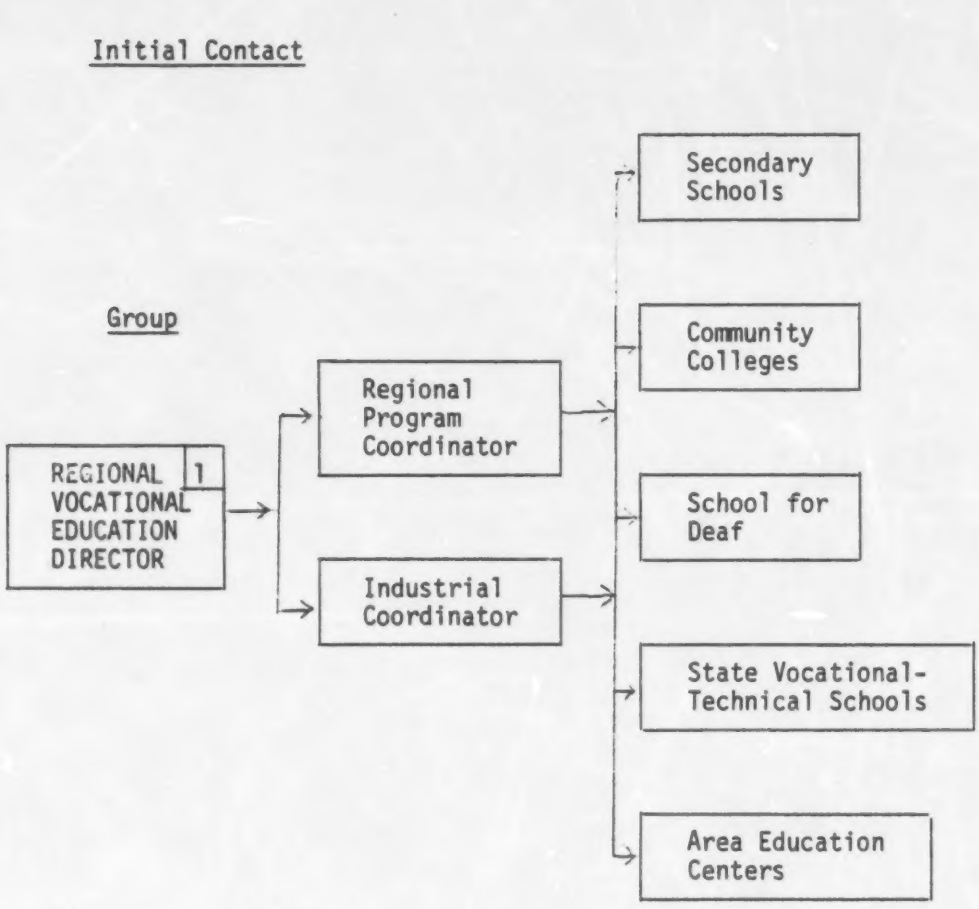

TABLE A-22

NUMBER AND PERCENTAGE OF RESPONSES FROM THE PHYSICALLY HANDICAPPED GRADUATE/COMPLETER SURVEY

Region	Population in Mailing		Unusable Returns		Usable Returns	
	No.	Percent	Insufficient Address	Other Reason	No.	Percent
4	43	11.8	4	5	6	14.0
6	59	16.2	5	6	13	22.0
12	25	6.9	0	2	11	44.0
15	237*	65.1	39	12	37	15.6
Total	364	100.0	48	25	67	18.4

*Includes 135 graduates/completers from the School for the Deaf in Danville, Kentucky; many of these questionnaires went out of state.

proportion of the mailing to the School for the Deaf group. In fact, 11 of the 25 with hearing impairments were considered "deaf mutes" or had both severe hearing and speech impairments.

Twenty-eight of the 67 physically handicapped graduates/completers indicated multiple impairments which also increases the handicapping condition.

The proportion of orthopedically handicapped graduates/completers included in these figures varies from the proportion identified in the business and industry survey.

Type of Impairment and Employment Status

All of the 67 respondents indicated their current employment status (Table A-24). Twenty-two were employed full time and were not in school,

TABLE A-23

IMPAIRMENTS OF GRADUATES/COMPLETERS BY MAJOR TYPE

Type of Impairment*	No.
Hearing impaired	28
Visually impaired	5
Hearing/speech impaired	4
Speech	2
Orthopedically impaired	11
Neuromuscular/neurologically impaired	13
Other health impairments	4

* Of the 67 respondents, 34 had multiple impairments and 19 of the 34 were in the hearing/speech category.

15 were unemployed and available for work, and 11 were in school full time and not working. Therefore, more than 50 percent of the groups were either employed or in school full time. Twelve were working part time.

The type of impairment seemingly made no difference in employment status. Again, the proportionately larger number of responses in the hearing impairment category is primarily a result of the proportionately larger number of questionnaires sent to the graduates/completers from the School for the Deaf.

TABLE A-24

TYPE OF IMPAIRMENT AND CURRENT EMPLOYMENT STATUS FOR PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS OF VOCATIONAL EDUCATION PROGRAMS

Major Type of Impairment	In school full time, not working	In school full time, working part time	In school part time, working part time	In school part time, working full time	In school part time, not working	Employed part time, not in school	Employed full time, not in school	In military service	Unemployed and available for work	Unemployed, not looking for work	Total
101							1				1
102	1								1		2
103		1					1		1		3
104	1						2		1	1	5
105	5					6	5		1		17
201					1						1
202			1						1		2
203									1		1
205									1		1
302										1	1
303						2					2
304						1					1
402							1			1	2
501							1				1
502	1						6				7
503	2										2
505										1	1
602							1				1
604									1		1
607							2		2		4
608									2		2
610									1	1	2
614						1	1			1	3
703	1								1		2
707						1	1				2
Total	11	1	1	0	1	11	22	0	15	5	67

Of the nineteen physically handicapped graduates/completers who said they had never been employed since receiving vocational training, 6 said they were continuing their education, 3 had medical reasons, 5 said employment was not available in their locality, 4 had personal reasons, and one said the program was taken for personal use only.

One quality that determines the success of a vocational program is the placement of graduates/completers in a job related to that specific program. Of the 20 who were currently employed but said their job was not related to the vocational program completed, 5 said they could not find a job in that field, 2 said they could not earn enough money in that field, 7 said they needed more training to qualify for such a job, 4 did not feel that they could handle the jobs available, 1 lacked transportation, and 1 did not look for a job in that field.

Analysis of Vocational Training and Employment

Vocational programs are designed to prepare individuals for careers in the world of work; they are termed successful if at least a minimum number of graduates/completers find jobs in the area trained. The success of physically handicapped graduates/completers of vocational programs needs to be considered. However, this survey will contribute very little to determining success because of the lack of responses. Nor can one make inferences because the responses do not represent a random sampling of a cross section representation of the total population. Even this limited data, however, should indicate some need for improvement in recordkeeping processes, placement and follow-up plans, and vocational planning.

The tables in these sections were summarized mostly from the data in Appendix A-11 which reports responses individual by individual.

Vocational Training Background

The type of vocational training received most often was industrial education and was followed by business and office programs (Table A-25).

TABLE A-25

TYPE OF VOCATIONAL TRAINING* RECEIVED BY PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS

Name of Program	No.
Agribusiness	2
Business and Office	15
Marketing and Distributive Education	2
Home Economics	2
Health and Personal Services	9
Industrial Education	20
Public Service	2
Special Vocational Education	13
Not given or not known	4

*Some had been enrolled in more than one program.

Six graduated or completed their first vocational training in 1976, 8 in 1977, 23 in 1978, and 2 in 1979 although this survey was intended to cover 1976-1978 graduates/completers only.

Twelve of the graduates/completers received vocational training at the post secondary level, 14 under rehabilitation auspices, and 37 in secondary schools. Forty-five of the group indicated that they completed the program, 9 did not, and 3 were currently enrolled (were previously enrolled in a program at another institution such as Cardinal Hill Hospital).

The length of time spent in the program varied (12 from 1-6 months, 22 from 7-12 months, 16 from 13-18 months, 6 from 19-24 months, and 4 for 25 months or more) but time depends on the type of program taken.

The graduates/completers were given an opportunity to list a second type of vocational program under the assumption that some may have changed areas, particularly since this survey was sent to postsecondary programs as well as community college groups. Of those listing a second program, two indicated industrial education training; two the special vocational program; and one each in agribusiness, business and office education, marketing and distributive education, and home economics.

Two of the graduates/completers who received a second vocational training finished in 1976 and two in 1977. Three of the group were in rehabilitation programs and five were in secondary school. Three said they did not complete the program.

Job Titles

Each graduate/completer was asked to list all job titles (up to a maximum of three) and to list the three major tasks performed on that job. The list of tasks aids in determining a precise DOT number and job title; however, a number of graduates/completers did not list such tasks. In fact, one individual simply said, "I do whatever the boss says to do." The job titles, therefore, were often accepted as given by the individual.

The job titles which the physically handicapped graduates/completers currently held or had worked at in the past are listed in alphabetic order in Table A-26; in Table A-27 they are listed in consecutive order by DOT number. The number of job titles does not agree with the number

TABLE A-26

LIST OF JOBS HELD BY PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS
(ARRANGED ALPHABETICALLY BY JOB TITLE*)

723.584	Appliance repairer
620.261	Automobile mechanic
311.477	Carhop
369.384	Carpet cleaner
355.674	Child-care attendant
203.362	Clerk-typist
195.107	Community health worker
939.687	Company worker, mining
332.271	Cosmetologist
359.677	Day care worker
749.684	Decal applier
311.677	Dining room attendant
239.367	Dispatcher
824.261	Electrician
003.161	Electronics technician
625.281	Engine repairer, service
401.161	Farmer, grain
401.687	Farmworker, grain
620.281	Front-end mechanic
359.677	Houseparent
559.567	Laborer, general
381.687	Laborer, museum
899.684	Laborer, road (const)
922.687	Laborer, stores
209.587	Mail clerk
185.167	Manager, retail store
721.281	Motor repairman
355.674	Nurse's aide
075.127	Nurse, head
079.374	Nurse, Licensed Practical
740.684	Painter, brush
599.685	Painting machine operator
143.062	Photographer
650.582	Phototypesetter operator
231.688	Postal distribution clerk
243.367	Post-office clerk
787.682	Power sewing machine operator
020.162	Programmer
217.382	Proofing-machine operator
960.362	Projectionist
290.477	Sales clerk
201.362	Secretary
970.281	Sign writer, hand
299.367	Stocker
299.367	Stock clerk, grocery goods
749.687	Stripper, paint
319.484	Supply service worker (med)
869.567	Surveyor helper
299.357	Telephone solicitor
960.362	Visual aide
819.361	Welder-fitter
819.384	Welder, combination
819.687	Welder helper

*Duplicate titles were removed

TABLE A-27

LIST OF JOBS HELD BY PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS IN CONSECUTIVE ORDER BY DOT NUMBER*

003.161	Electronics technician	369.384	Carpet cleaner
020.162	Programmer	381.687	Laborer, museum
075.127	Nurse, head	401.161	Farmer, grain
079.374	Nurse, Licensed Practical	401.687	Farmworker, grain
143.062	Photographer	559.567	Laborer, general
185.167	Manager, retail store	599.685	Painting machine operator
195.107	Community health worker	620.261	Automobile mechanic
201.362	Secretary	620.281	Front-end mechanic
203.362	Clerk-typist	625.281	Engine repairer, service
209.587	Mail clerk	650.582	Phototypesetter operator
217.382	Proofing-machine operator	721.281	Motor repairman
231.688	Postal distribution clerk	723.584	Appliance repairer
239.367	Dispatcher	740.684	Painter, brush
243.367	Post-office clerk	749.684	Decal applier
290.477	Sales clerk	749.687	Stripper, paint
299.357	Telephone solicitor	787.682	Power sewing machine operator
299.367	Stocker	819.361	Welder-fitter
299.367	Stock clerk, grocery goods	819.384	Welder, combination
311.477	Carhop	819.687	Welder helper
311.677	Dining room attendant	824.261	Electrician
319.484	Supply service worker (med)	869.567	Surveyor helper
		899.684	Laborer, road (const)
332.271	Cosmetologist	922.687	Laborer, stores
355.674	Child-care attendant	939.687	Company worker (mining)
355.674	Nurse's aide	960.362	Projectionist
359.677	Day care worker	960.362	Visual aid
359.677	Houseparent	970.281	Sign writer, hand

*Duplicate titles were removed

of responses as some respondents were unemployed or in school; others had held more than one job and all job titles were included in the list.

As indicated in the business and industry survey, the list of job titles may be used to indicated potential careers for individuals with an impairment; therefore, in Table A-28 the type and severity of impairment is identified first and then the job title held by the physically handicapped graduate/completer is given.

Length of Employment

Of the currently employed graduates/completers, only 31 indicated the date of employment (Table A-29). No particular significance should be attached to the number of months employed because the analysis should also consider the year of graduation/completion of the vocational training. Some respondents finished programs in 1976, some in 1977, and some in 1978; however, there were too few responses to make such an analysis worthwhile.

Some thought needs to be given to the fact that a number of the graduates/completers had held more than one job--and for only short (1-6 or 7-12 months) periods of time. The question did not consider, eliminate or make provision for what are commonly called "summer jobs"; and the small number of responses makes this type of analysis unreliable.

Of the jobs held, 38 were full time and 21 were part time. Since some respondents indicated that they were in school and working part time, no special significance is attached to this data.

Relationship of Vocational Training and Job

Forty-six graduates/completers were currently employed (or had been in the past) in 53 different jobs. Their opinions about the relationship of their vocational training to the job(s) held were polarized--25

TABLE A-28

LIST OF JOBS HELD BY PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS
ARRANGED BY TYPE AND SEVERITY OF IMPAIRMENT

Hearing Impairment

101/402	Day care worker
101/402	Houseparent
101/402	Sign writer, hand
102/402	Automobile mechanic
102/402	Engine repairer, service
103/403	Projectionist
103/716	Front-end mechanic
103/716	Painting machine operator
104	Company worker (mining)
104	Laborer, museum
104	Laborer, museum
104/402	Surveyor helper
105	Painter, brush
105	Phototypesetter operator
105	Stock clerk, grocery goods
105	Stock clerk, grocery goods
105	Proofing-machine operator
105/403	Post office clerk
105/403	Post office clerk
105/405	Carpet cleaner
105/405	Clerk-typist
105/405	Laborer road (const)
105/405	Mail clerk
105/405	Stripper, paint
105/405	Supply service worker (med)
105/405	Welder helper
105/405/203	Decal applier
105/405/203	Mail clerk

Visual Impairment

201	Nurse, Licensed Practical
202	Farmworker, grain
202/502/708	Visual aide
203/402/502/ 707	Community health worker
205	Surveyor helper

Hearing/Visual Impairment

303	Secretary
303	Sales clerk, retail
303/404/704	Postal distribution clerk
304/403	Painter, brush

Speech Impairment

402	Electronics technician

Orthopedic Impairment

501	Electrician
502	Cosmetologist
502	Front-end mechanic
502	Motor repairman
502	Nurse, Licensed Practical
502	Secretary
502	Welder, combination
502	Welder-fitter
502/704	Carhop
502/704	Dining room attendant

Neuromuscular/Neurological Impairment

602	Child-care attendant
602	Stocker
604	Laborer, general
604	Laborer, stores
607	Farmer, grain
607/703	Manager, retail store
608	Dispatcher
608	Telephone solicitor
608/703	Power sewing machine operator
614	Photographer
614	Programmer
614	Programmer
614	Appliance repairer
614	Appliance repairer

Other Health Impairments

707	Nurse's aide
707	Nurse's aide
707	Nurse, head

TABLE A-29

ANALYSIS OF EMPLOYEMENT RECORD FOR PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS FOR LENGTH OF EMPLOYMENT, TIME WORKED, RELATIONSHIP OF VOCATIONAL TRAINING AND JOB, AND JOB/SPACE/EQUIPMENT ADAPTATIONS.

Job* No.	Length of Employment (by months)					Full-Time Job?		Relationship of Vocational Training and Job Held				Adaptation of job, work space or equipment?	
	1-6	7-12	13-18	19-24	25+	Yes	No	Highly	Somewhat	Slightly	None	Yes	No
1 Current	10	13	2	2	2	22	12	16	5	3	14	1	35
2	11	2			1	11	8	8	1	2	9	0	19
3	2				1	5	1	1			4	0	2
Total	23	15	2	2	4	38	21	25	6	5	27	1	56

*Numbers will not correspond to number of responses because some were not employed now, have never held a job, and/or have been employed at several jobs. Some individuals omitted answering some questions also.

thought there was a high relationship while 27 thought there was no relationship. The latter fact should cause some concern for placement officers when dealing with the physically handicapped graduates/completers although the number of respondents is small for this survey.

Adaptations of Job, Work Space, and/or Equipment

Only one of the physically handicapped graduates/completers indicated that any adaptation of job, work space, and/or equipment was necessary. Eight indicated that special tools were used; of those, four provided their own while agencies provided for four others.

Other Comments

Although the questionnaire did not request personal comments, twelve of the respondents attached personal notes; they appear in Appendix A-12.

Summary

A total of 364 physically handicapped individuals were identified by regional vocational directors as graduates/completers of secondary/post-secondary programs from 1976-78. Only 67 (18.4 percent) of the responses were usable; hence, the data and its interpretation should be viewed with extreme caution.

The physically handicapped graduates/completers held 53 different job titles; most may be classified as entry level ones. Twenty-two were employed full time and 12 were employed part time; 15 were unemployed and available for work, four were not working and not looking for work; and 11 were in school full time and not employed.

Although physically handicapped employees usually have a rather stable employment record, there is indication that this particular group

of graduates/completers, albeit a small sample, did experience unemployment and/or short employment records (less than six months at one job). Again, the total number of responses was low, and the questionnaire did not ask the graduates/completers to differentiate between "permanent" and "summertime" jobs. Attitudes should also be considered.

This graduate/completer survey did not produce any solid data on which to base decisions. A future study needs to be made in which the following steps are carefully scheduled:

(1) A current list of names and addresses needs to be developed.

(2) Preliminary data about the graduate/completer needs to be supplied by the school: name and length of vocational program in which training was received; statement of degree of success in that program; type and severity of impairment.

(3) Job data needs to be verified by the employer, particularly job title and duties, success of the graduate/completer on the job, length of employment.

(4) The researcher should determine to which program the job title relates although the graduate/completer's perception about the degree of relationship is valuable.

(5) The number of responses needs to be increased to include almost all the total population as it is a relatively small one and spread over many types of impairments.

APPENDICES

UNIVERSITY OF KENTUCKY

LEXINGTON, KENTUCKY 40506

COLLEGE OF EDUCATION
DEPARTMENT OF VOCATIONAL EDUCATION
BUSINESS EDUCATION

APPENDIX A-1

Dear Personnel Manager:

Emphasis is currently being placed in schools upon mainstreaming (or placing) physically impaired students in regular vocational classrooms whenever possible. We want to assist school conselors and vocational teachers as they work with physically impaired students to help them prepare for employment.

The University of Kentucky, in conjunction with the Kentucky Department of Education, Bureau of Vocational Education, is interested in learning what jobs the physically impaired are currently holding. By knowing what job opportunities are available, vocational education programs can better plan for the needs of these students. In turn, the business community will be provided with better prepared job applicants.

We need your assistance. Your company has been selected through a random sampling procedure. This survey is not concerned with compliance laws; our purpose is to assist physically impaired learners. You company will not be listed as a participant in any report.

After the questionnaires are tabulated, we will compile a master list of jobs, again without company identification. This listing of jobs, along with suggested teaching ideas and equipment adaptations, will be distributed to counselors and vocational teachers across the state.

Will you please complete the enclosed questionnaire, including those jobs held by all physically impaired employees. If you do not employ any physically impaired persons, simply indicated this on the questionnaire. A pre-addressed, stamped envelope is enclosed for your convenience in returning the questionnaire.

Sincerely,

Elaine F. Uthe
Project Director

mls

Enclosures

AN EQUAL OPPORTUNITY UNIVERSITY

INSTRUCTIONS FOR COMPLETING QUESTIONNAIRE

If you do not have any physically impaired employees now, simply place a check mark next to the appropriate statement in the lower left corner of the page and return the questionnaire in the enclosed self-addressed, stamped envelope.

If you do have physically impaired employees, please complete the questionnaire. For <u>each</u> physically impaired employee currently working in a job which requires some type of vocational training, fill in all columns across the page. Do not include those physically impaired employees working in jobs which require a four-year college degree.

1. List (if known) the Dictionary of Occupational Titles number assigned to the particular position title the employee holds.

2. List the job title and then briefly list three <u>major</u> duties the employee performs.

3. List the month and year the individual was hired.

4. Indicate if the position held is classified as an entry level job.

5. Find the code number that best describes the employee's physical impairment. A separate sheet is provided which lists types of impairment, degrees of impairment, and code numbers.

   Example: Code 204 Visually impaired employee with moderately severe indications of the condition.

6. Describe only those adaptations related to the <u>job tasks</u>, <u>work station</u>, or <u>equipment</u> to assist the physically impaired employee in handling the job.

   Examples: altered typewriter so that flashing light indicates end of typing line for hearing impaired employee

   altered equipment so that knobs can be operated by employee with limited manual dexterity

7. Check the highest level of education attained by the employee.

8. Indicate (if known) any vocational training the employee had before beginning employment with your company. The following code describes eight areas of vocational training.

AG	Agribusiness	HP	Health & Personal Services
BO	Business and Office	IE	Industrial Education
DE	Distributive Education (Marketing)	PB	Public Service
		SV	Special Vocational Education
HE	Home Economics		

In the event we would like to clarify any data you report, would you please indicate an individual we could contact. Space is provided for this information near the bottom of the page.

Return the completed questionnaire in the enclosed self-addressed, stamped envelope.

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PHYSICAL IMPAIRMENT CODING SHEET

Code No.	Impairment
	Hearing Impaired
101	No obvious indication of problem.
102	Slight difficulty apparent.
103	Moderate difficulty apparent.
104	Moderately severe difficulty apparent.
105	Severe difficulty apparent.
	Visually Impaired
201	The physical appearance gives no indication of the condition.
202	There are some very slight indications of the condition, apparent to the trained specialist but not to the layman.
203	There are some fairly obvious signs of the disability or condition.
204	There are moderately severe indications of the condition.
205	The condition is severe; it stands out clearly to all concerned.
	Both Hearing and Visually Impaired
301	No obvious indications of problem.
302	Slight difficulty apparent.
303	Moderate difficulty apparent.
304	Moderately severe difficulty apparent.
305	Severe difficulty apparent.
	Speech Impaired
401	No difficulty at all, observed or reported
402	Slight difficulty apparent.
403	Moderate difficulty apparent.
404	Moderately severe difficulty apparent.
405	Severe difficulty manifested in this area.

Code No.	Impairment
	Orthopedically Impaired
501	No apparent or reported difficulty in this area.
502	A little restriction but not enough to warrant special help.
503	Moderate restriction. Can keep up with his peers in some ways; in others, needs help or direction of others.
504	Moderately severe restriction.
505	Severe restriction of locomotion.
	Neuromuscularly and Neurologically Impaired
601	Aphasia
602	Cerebral Palsy
603	Dyslexia
604	Epilepsy
605	Muscular Dystrophy
606	Multiple Sclerosis
607	Paraplegia
608	Polio-caused Paralyses
609	Polymyositis
610	Quadriplegia
611	Spina Bifida
612	Spinal Muscular Atrophy
613	Stroke
614	Other (Specify)
	Other Health Impaired
701	Accidents (disfigurements)
702	Adolescent Pregnancy
703	Arthritis
704	Asthma
705	Cancer
706	Cystic Fibrosis
707	Diabetes
708	Heart Condition
709	Hemophilia
710	Lead Poisoning
711	Leukemia
712	Nephrosis and Nephritis
713	Rheumatic Fever
714	Sickle Cell Anemia
715	Tuberculosis
716	Other (Specify)

ASSESSMENT OF OCCUPATIONAL OPPORTUNITIES FOR THE PHYSICALLY IMPAIRED

(Questionnaire B)

UNIVERSITY OF KENTUCKY

Jobs requiring vocational training should be listed for the following. OMIT those jobs for which a four-year college degree is required.

DOT No.	Position Title & Three Major Duties	Date Hired (Month & Year)	*Is Current Job an Entry Level Job?	Impairment Code	Has there been any adaptation of job, work station, and/or equipment because of physical impairment? *(Please do not describe restrooms, parking spaces, etc.)*	Check Highest Level of Education	Check areas of vocational training, if known
	Title: 1 2 3		(1)___ Yes (2)___ No			_ Secondary[1] _ Post Secondary[2] _ 4-year College[3] _ Rehabilitation[4] Center	_ AG[1] _ HP[5] _ BO[2] _ IE[6] _ DE[3] _ PB[7] _ HE[4] _ SV[8] _ Unknown[9]
	Title: 1 2 3		(1)___ Yes (2)___ No			_ Secondary[1] _ Post Secondary[2] _ 4-year College[3] _ Rehabilitation[4] Center	_ AG[1] _ HP[5] _ BO[2] _ IE[6] _ DE[3] _ PB[7] _ HE[4] _ SV[8] _ Unknown[9]
	Title: 1 2 3		(1)___ Yes (2)___ No			_ Secondary[1] _ Post Secondary[2] _ 4-year College[3] _ Rehabilitation[4] Center	_ AG[1] _ HP[5] _ BO[2] _ IE[6] _ DE[3] _ PB[7] _ HE[4] _ SV[8] _ Unknown[9]
	Title: 1 2 3		(1)___ Yes (2)___ No			_ Secondary[1] _ Post Secondary[2] _ 4-year College[3] _ Rehabilitation[4] Center	_ AG[1] _ HP[5] _ BO[2] _ IE[6] _ DE[3] _ PB[7] _ HE[4] _ SV[8] _ Unknown[9]

___ We do not have any physically impaired employees

If you have questions while completing the questionnaire, please contact Dr. Uthe at (606) 258-8650

If additional copies are needed, please photocopy extras.

Indicate whether you would like a copy of the master list of jobs.

___ Yes ___ No

If the staff needs clarification of any data, whom should we contact?

_____

_____

Return questionnaire to:

Dr. Elaine F. Uthe
University of Kentucky
Dept. of Vocational Education
College of Education
Business Education, 00015
Lexington, KY 40506

UNIVERSITY OF KENTUCKY
LEXINGTON, KENTUCKY 40506

COLLEGE OF EDUCATION
DEPARTMENT OF VOCATIONAL EDUCATION
BUSINESS EDUCATION

APPENDIX A-2

Dear Student:

We are interested in learning what job(s) you have held since completing your first vocational training. This will help teachers like those who taught vocational courses in you school plan for the needs of other physically impaired students.

This study is being conducted by the University of Kentucky, in conjunction with the Kentucky Department of Education, Bureau of Vocational Education. Your Regional Vocational Office assisted us by selecting you to be included as a participant. You name was not released to the University. Your name will not be listed as a participant in any report, nor will you be identified in the report by the school you attended.

We need your help. Will you please complete the enclosed questionnaire. Please return it as soon as possible so that your Regional Office will not contact you with a follow-up letter and questionnaire. A pre-addressed, stamped emvelope is enclosed for your convenience in returning the questionnaire.

Sincerely,

Elaine F. Uthe
Project Director

mls

Enclosures

AN EQUAL OPPORTUNITY UNIVERSITY

(Questionnaire A)

SURVEY OF PHYSICALLY IMPAIRED GRADUATES/COMPLETERS OF VOCATIONAL EDUCATION PROGRAMS

1. Circle the number that responds to your type of physical impairment: (6-8)

Hearing Impaired

101 No obvious indication of problem.
102 Slight difficulty apparent.
103 Moderate difficulty apparent.
104 Moderately severe difficulty apparent.
105 Severe difficulty apparent.

Visually Impaired

201 The physical appearance gives no indication of the condition.
202 There are some very slight indications of the condition, apparent to the trained specialist but not to the layman.
203 There are some fairly obvious signs of the disability or condition.
204 There are moderately severe indications of the condition.
205 The condition is severe; it stands out clearly to all concerned.

Both Hearing and Visually Impaired

301 No obvious indications of problem.
302 Slight difficulty apparent.
303 Moderate difficulty apparent.
304 Moderately severe difficulty apparent.
305 Severe difficulty apparent.

Speech Impaired

401 No difficulty at all, observed or reported
402 Slight difficulty apparent.
403 Moderate difficulty apparent.
404 Moderately severe difficulty apparent.
405 Severe difficulty manifested in this area.

Orthopedically Impaired

501 No apparent or reported difficulty in this area.
502 A little restriction but not enough to warrant special help.
503 Moderate restriction. Can keep up with his peers in some ways; in others, needs help or direction of others.
504 Moderately severe restriction.
505 Severe restriction of locomotion.

Neuromuscularly and Neurologically Impaired

601 Aphasia
602 Cerebral Palsy
603 Dyslexia
604 Epilepsy
605 Muscular Dystrophy
606 Multiple Sclerosis
607 Paraplegia
608 Polio-caused Paralyses
609 Polymyositis
610 Quadriplegia
611 Spina Bifida
612 Spinal Muscular Atrophy
613 Stroke
614 Other (Specify)

Other Health Impaired

701 Accidents (disfigurements)
702 Adolescent Pregnancy
703 Arthritis
704 Asthma
705 Cancer
706 Cystic Fibrosis
707 Diabetes
708 Heart Condition
709 Hemophilia
710 Lead Poisoning
711 Leukemia
712 Nephrosis and Nephritis
713 Rheumatic Fever
714 Sickle Cell Anemia
715 Tuberculosis
716 Other (Specify)

2. What is your current status? (Check one) (9)

(1) ___ enrolled in school full time, not working
(2) ___ enrolled in school full time, working part-time
(3) ___ enrolled in school part time, working part-time
(4) ___ enrolled in school part time, working full-time
(5) ___ enrolled in school part time, not working
(6) ___ employed part time, not attending school
(7) ___ employed full time, not attending school
(8) ___ in military service
(9) ___ unemployed and available for work
(0) ___ unemployed and not looking for work

95

3. Have you been employed since you finished your first vocational education program? (10)

(1) ___ Yes (2) ___ No

If no, please check major reason: (11)

(1) ___ continuing education
(2) ___ medical reasons
(3) ___ employment not available in my locality
(4) ___ personal reasons
(5) ___ took the course for personal reasons
___ other, explain _____.

4. If you are employed now but are not working in a job related to your training, please check the major reason from the following: (12)

(1) ___ could not find a job in related field
(2) ___ could not earn enough money in related field
(3) ___ need more training to qualify for a job
(4) ___ did not feel I could handle jobs available
(5) ___ did not like the field for which I was trained
___ other, explain _____.

5. Please fill in the following chart concerning training programs in which you have been involved.

What type of vocational training did you have?*	Name of the school/ place providing training	Number of months in the training program	Did you complete the program?			
			No	Currently enrolled in	Yes	Year
(13) (a) ___ AG (1) ___ HP (5) ___ BO (2) ___ IE (6) ___ DE (3) ___ PB (7) ___ HE (4) ___ SV (8) ___ Unknown (9)	(14)	(15-16)	(17)			(18)
(19) (b) ___ AG (1) ___ HP (5) ___ BO (2) ___ IE (6) ___ DE (3) ___ PB (7) ___ HE (4) ___ SV (8) ___ Unknown (9)	(20)	(21-22)	(23)			(24)
(25) (c) ___ AG (1) ___ HP (5) ___ BO (2) ___ IE (6) ___ DE (3) ___ PB (7) ___ HE (4) ___ SV (8) ___ Unknown (9)	(26)	(27-28)	(29)			(30)

*VOCATIONAL TRAINING AREAS

AG Agribusiness
BO Business & Office
DE Distributive Education (Marketing)
HE Home Economics
HP Health & Personal Services
IE Industrial Education
PB Public Service
SV Special Vocational Education

6. If you are employed now or have been employed, please fill in this chart about your jobs:

Please indicate your job title. List three main duties of your job.	Dates of Employment	Hours worked per week	Is this job related to the first type of vocational training you received?	Has there been any change in your job, work area, and/or equipment because of physical impairment? If so, please describe.	If special tools or equipment were necessary because of your impairment, who paid for it?
Present Job (31-34) (35-39)	From (40-41) To	(42)	(43)	(44)	(45)
Job title: 1 2 3		(1) _ Part time (2) _ Full time	(1) _ highly related (2) _ somewhat related (3) _ slightly related (4) _ no relationship		(1) _ you (2) _ employer (3) _ agency
Previous Job (46-49) (50-54)	(55-56)	(57)	(58)	(59)	(60)
Job title: 1 2 3		(1) _ Part time (2) _ Full time	(1) _ highly related (2) _ somewhat related (3) _ slightly related (4) _ no relationship		(1) _ you (2) _ employer (3) _ agency
Previous Job (61-64) (65-69)	(70-71)	(72)	(73)	(74)	(75)
Job title: 1 2 3		(1) _ Part time (2) _ Full time	(1) _ highly related (2) _ somewhat related (3) _ slightly related (4) _ no relationship		(1) _ you (2) _ employer (3) _ agency

Return the qestionnaire to: Dr. Elaine F. Uthe, University of Kentucky, Department of Vocational Education, College of Education, Business Education 00015, Lexington, KY 40506

APPENDIX A-3

Advisory Committee

Bill Braden, Director
Occupational Guidance Unit
Department of Education
123 Capital Plaza Tower
Frankfort, KY 40601
(502/564-3678)

Wendell Cave
Unit Director for Program Services
Bureau of Instruction
1815 Capital Plaza Tower
Frankfort, KY 40601
(502/564-2016)

Bill Evans, Regional Director
Region Vocational Office
3301 Bluebird Lane
Jeffersontown, KY 40299
(502/267-7491)

Julia French, Director
Division of Physically Handicapped
Bureau of Exceptional Children
Capital Plaza Tower
Frankfort, KY 40601
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Project Monitor

Lou Perry
Research Coordinating Unit
Capital Plaza Tower
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Larry Martini
Personnel Director
IBM Office Products Division Plant
740 New Circle Road
Lexington, KY 40511
(606/232-3229)

Mike Newton
Cardinal Hill Vocational School
2050 Versailles Road
Lexington, KY 40511
(606/254-2791)

Donnalee Stratton, Director
Special Vocational Education Functions Unit
Bureau of Vocational Education
Capital Plaza Tower
Frankfort, KY 40601
(502/564-3775)

Philip Thompson
President, Kentucky Chamber of Commerce
P.O. Box 817
Versailles Road
Frankfort, KY 40602
(502/695-4700)

Gilbert Wood
Route 2, McCowans Ferry Road
Versailles, KY 40383
(606/873-4367)

Consultant

Donald P. Cross, Special Education
Director of Educational Assessment Clinic, and Coordinator of Learning and Behavioral Disorders
232 Taylor Education Building
University of Kentucky
Lexington, KY 40502
(606/257-1822)

APPENDIX A-4

BACKGROUND OF PHYSICALLY HANDICAPPED EMPLOYEES, IDENTIFIED DURING BUSINESS AND INDUSTRY SURVEY (ARRANGED IN CONSEQUENTIAL ORDER BY DOT NUMBER)*

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments**
003.161	Electronics technician	6	5	1						503
017.161	Drafter, chief, design (light, heat and power)	15	4	1	73	No	No	C		716
017.261	Drafter, commercial	15	7	1	77	Yes	No	S	IE	105, 405
017.281	Drafter, assistant (elec)	15	7	2	73	Yes	No	PS	IE	707
019.167	Project engineer	15	2	1	73	No	Yes			103
020.162	Programmer	6	6	3	76	No	No	C	SV	502
020.162	Programmer	6	7	3	73		No	C		707
020.162	Programmer	6	7	3	78	No	Yes	C		202
050.067	Marketing research analyst	6	5	2	77		No	C		606
075.127	Nurse, head	6	7	3	73	No	No	PS	HP	703
075.127	Nurse, head	6	7	3	79	Yes	No	PS	HP	502
075.374	Nurse, general duty	6	7	3	79	Yes	No	PS	HP	501
075.374	Nurse, general duty	6	7	3	79	Yes	No	PS	HP	502
075.374	Nurse, office	6	7	1	73	No	No	PS	HP	502

*Key to column headings: R, Vocational Education Region; SIC, Standard Industrial Classification Code; S, Company size; Yr, year in which hired; Entry, entry-level job; Adapt, adaptation necessary; Ed, Educational level completed; and VE, type of vocational training completed.

**Numbers refer to codes on page 97.

DOT No.	Job Title	R	SIC	S	Yr	Entry	Adapt	Ed	VE	Impairments
078.361	Medical technologist	6	7	3						105, 405
078.362	Radiologic technician	6	7	3	77	Yes	No	PS	HP	704
078.381	Lab assistant, medical	4	7	3	73	No	No			501
078.381	Lab technician, medical	6	7	1	63	No	No		HP	704
079.361	Respiratory therapist, supervisor	6	7	3	66	No	No	S	HP	503
079.367	Medical records technician	15	7	1	73	Yes	Yes	PS	BO	608
079.374	Nurse, Licensed Practical	6	7	3	73	Yes	No	PS	HP	505
160.167	Accounting manager, office	6	5	2	73	No	No	C		503
162.157	Buyer (mfg)	6	5	4	73	No	No	S		708
164.117	Manager, advertising	15	7	2						707
164.117	Manager, advertising	15	7	2	73	No	Yes	C	DE	610
166.267	Employment counselor	15	8	1	79	Yes	No	C		502
166.267	Veteran's job developer	15	8	1	78	No	No	PS		502
166.267	Veteran's job developer	15	8	1	77	No	Yes	PS		716
166.267	Veteran's job developer	15	8	1	79	Yes	No	C		716
168.167	Credit manager	15	5	1		No	Yes	C		103
181.117	Manager, bulk plant	12	1	1	77	No	No	C	Ag	502
182.167	Contractor (const)	6	2	1		No	No	S		501
182.167	Contractor (const)	15	2	2			No			613, 703, 708

DOT No.	Job Title	R	SIC	S	Yr	Entry	Adapt	Ed	VE	Impairments
185.137	Manager, fast food (area supervisor)	6	5	2			No			703
185.137	Manager, fast food service	6	5	3			No			705
185.137	Manager, fast food service	6	5	3	73	No	No	S		402
185.167	Manager, retail store	6	5	2	76	No	No	PS		502
186.117	Asst. vice president (fin)	15	6	3	73	No	No	PS		608
186.167	Operations officer (fin)	15	6	3	73	No	No	PS		602
189.117	Vice president (fin)	15	7	2	73	No	Yes	PS	BO	203
189.167	Security officer	6	7	3	73	No	No	S		503
189.167	Superintendent, plant protection	6	7	3	73	No	No	S		611
195.107	Caseworker (social worker)	12	7	3	73	Yes	No	C		502
195.167	Community organization worker	6	7	3	73	No	No	PS		202
195.267	Eligibility worker III (gov)	6	7	3	73	No	No	P		608
195.267	Eligibility worker III (gov)	6	7	3	78	No	No	C		607
195.267	Eligibility worker III (gov)	6	7	3	73	No	No	C		602
195.267	Eligibility worker III (gov)	6	7	3	73	No	No	C		701
201.362	Secretary	6	6	3	63	No	No	S	BO	701
201.362	Secretary, medical	6	7	3	73	Yes	No	S		608
201.362	Secretary, personnel	6	7	3	78	Yes	No	PS	BO	501

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	Ve	Impairments
203.137	Clerk-typist, head	6	7	3	76	Yes	No	S	BO	402
203.362	Clerk-typist	6	7	3	76	No	No	S		707
203.362	Clerk-typist	15	6	3	63	Yes	No	C		604
203.362	Clerk-typist	6	5	2	78	Yes	No	S	BO	502
203.362	Clerk-typist, medical	6	7	1	77	Yes	No	S	BO	704
203.362	Clerk-typist, medical	6	7	3	73	No	No	S		403
203.582	Medical transcriber	6	7	3	78	Yes	No	S	BO	503
203.582	Medical transcriber	6	7	3	79	Yes	Yes	R	BO	205
203.582	Keypunch operator	6	8	2	77	Yes	No	PS	BO	604
203.582	Keypunch operator	6	8	2	74	Yes	No	PS	BO	603
205.362	Outpatient-admitting clerk	6	7	3	78	Yes	No	PS		714
205.367	Admissions evaluator	4	7	3	73	No	Yes	C		502
206.362	File clerk I	6	8	2	73	Yes	Yes	S		603
209.562	Clerk, general	4	7	3	73	Yes	Yes	S		505, 203
209.562	Clerk, general (educ)	4	5	1	73	Yes	Yes	S		505
209.562	Clerk, general (med)	15	7	3	76	Yes	No	S		505
209.567	Meter reader	15	4	1	73	Yes	No	S		105
209.567	Meter reader	15	4	1	73	Yes	No	S		701
209.567	Meter reader	15	4	1	73	No	Yes	S		716
209.587	Clerk, mail room	6	5	3	79	Yes	No	C		403
209.587	Marker (ret)	6	5	3	76	Yes	No	S		103
209.687	Price checker	6	3	1	77	Yes	Yes	S		104
210.382	Bookkeeper II (educ)	15	7	1	73	No	No	S		202

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
211.132	Teller, head (fin)	15	6	3	63	No	No	PS		403
211.362	Teller (fin)	15	6	1	73	No	No	S	BO	204
211.462	Cashier-checker (sales)	4	5	2		Yes	No	S		703
213.132	Supervisor, EDP	6	7	3	76	No	No			103
213.362	Computer operator	6	7	3	62	No	No	S	BO	502
214.482	Billing clerk	6	6	3	63	Yes	No	S	BO	608
215.137	Payroll clerk, chief	15	4	2	73	No	No	PS		202
216.382	Accounting clerk, data processing	6	6	2	73	No	No	PS	BO	608
216.382	Cost clerk	6	3	1	73	No	No	C		403
216.387	Check-processing clerk I (fin)	15	6	3	74	Yes	No	C		608
216.482	Accounting clerk	6	7	3	79	No	Yes	PS		605
216.482	Accounting clerk	6	5	2	74	Yes	No	S		608
216.482	Accounting clerk	6	5	2	73	No	No	S		501
216.482	Accounting clerk	15	4	2	78	No	No	PS	BO	202
216.482	Accounting clerk	15	7	1	76	Yes	No		BO	502
217.382	Encoder (fin)	15	6	3	63	Yes	No	PS		105
219.362	Clerk, administrative	6	5	3	74	Yes	No	S		503
222.132	Stock supervisor (ret)	6	5	2	73	No	No			604
222.387	Inventory clerk	6	5	1	73	No	No	PS		708
222.387	Receiving clerk	6	5	2	73	No	No	S		203
222.387	Shipping clerk	6	3	2	73	No	No			502
222.387	Shipping clerk	6	3	2	73	No	No			708
222.387	Shipping clerk	6	3	2	73	No	No			708

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
222.387	Stock Clerk	6	5	2	73	Yes	No	S		701
235.662	PBX operator	4	7	2	77	No	No	S		504
235.662	PBX operator	6	5	3	73	Yes	No	S		708
235.662	PBX operator	6	7	3	75	No	No	C		505
235.662	Switchboard operator	6	6	2	75	Yes	No	S		608
237.367	Receptionist	15	7	1						702
239.367	Service representative (tel/teleg)	12	4	1	73	No	No	PS		703
241.362	Claims clerk I (insur)	6	6	3	73	Yes	No	S	BO	105
245.137	Surgery clerk	6	7	3						502
245.362	Medical records clerk	6	7	3	78	No	No	S	BO	402
249.367	Library clerk III	4	7	3	77	No	Yes	C		703
249.367	Order clerk	6	5	1	73	No	Yes			613
249.367	Order clerk	12	1	1	77	No	No	PS		502
249.367	Order clerk (agric)	15	5	2						502
249.367	Parts-order-and-stock clerk (auto)	12	5	1	73	No	No			502
249.367	Parts-order-and-stock clerk (auto)	6	5	2	74	Yes	No	S		701
254.357	Sales representative (adver)	15	3	3	73		No	S		608
273.353	Salesperson, automobile	12	5	1	73		No	PS		703
274.357	Sales representative (bldrs sup)	6	5	1	73	No	No	S	IE	607
279.357	Sales representative (gen mdse)	6	5	1	73	No	Yes	S		716
290.477	Sales clerk	6	5	2	73	No	No	S		502
292.137	Sales assistant	4	5	1	73	No	No	PS		701

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
295.367	Safe deposit box rental clerk	15	6	3	73	No	No	PS		703
299.137	Manager, sales	4	5	2	76	No	No	S		502, 707
299.357	Telephone solicitor	15	7	2	78	No	No	C		607
299.367	Customer service clerk	4	5	2		Yes	No	PS		704, 501
299.367	Stock clerk, grocery goods	15	5	2	77	Yes	No	RPS	HP	701, 202
299.367	Stock clerk, grocery goods	15	5	2	73	Yes	No	R		602
299.477	Cooler worker (dairy prod)	4	5	1	73	Yes	No	PS		701
311.677	Dining room attendant	6	7	3		Yes	No	R	SV	716
311.677	Dining room attendant	6	7	3		Yes	No	R	SV	105
318.687	Dishwasher	4	7	1	78		No	S		602
318.687	Dishwasher	6	7	3		Yes	No	R	SV	105, 405
318.687	Dishwasher	6	7	3		Yes	No	R	SV	103
318.687	Dishwasher	6	7	3	73	Yes	No	S		502, 103, 402, 708
319.137	Supervisor, food-service	6	5	2	77	No	No	PS		402
319.137	Supervisor, food-service	6	5	3			No			707
319.137	Supervisor, food-service	6	5	3			No			501
319.137	Supervisor, food-service	6	5	3	78	No	No	S		708
319.467	Food order expediter	6	5	2	78	No	No	S		502
319.467	Food order expediter	6	5	3			No			713
319.467	Food order expediter	6	5	3			No			705

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
319.467	Food order expediter	6	5	3			No			402
319.467	Food order expediter	6	5	3			No			202
319.467	Food order expediter	6	5	3			No			103
319.467	Food order expediter	6	5	3			No			703
319.467	Food order expediter	6	5	3			No			702
319.467	Food order expediter	6	5	3			No			604
319.467	Food order expediter	6	5	3						716
323.687	Housekeeper, medical services	6	7	3	78	No	No	S		704
323.687	Cleaner, hospital	6	7	3	78	Yes	No	S		708
323.687	Cleaner, hospital	6	7	3	78	Yes	No	S	SV	604
355.377	Psychiatric aide	6	7	3	78	No	No	PS		711
355.674	Nursing assistant, operating room	6	7	3	78	Yes	No	PS		604
355.677	Dietary aide	6	7	3	73	Yes	No	S		402
359.677	Playroom attendant	4	7	1		No	No			604
361.137	Supervisor, laundry	6	7	2	73	No	No	PS		703
361.687	Laborer, laundry	6	7	2	79	Yes	No	PS		404
379.362	Dispatcher, radio (police)	4	7	3	73	No	No	S		613
379.362	Dispatcher, radio (police)	4	7	3						607
381.687	Cleaner, commercial	6	7	3		Yes	No	R	SV	105

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
381.687	Cleaner, commercial	15	5	1	77	Yes	No	S		502, 102
381.687	Cleaner, institutional	6	7	3	73	Yes	No			105
381.687	Cleaner, institutional	6	7	3	77	Yes	No	S		503
382.664	Janitor	15	7	1	78	Yes	No	R	SV	402
382.664	Janitor	6	7	1	73	No	No	S		707
382.664	Janitor, building	12	4	1	73	Yes	No	PS		305
406.683	Laborer, golf course	15	7	1	79		No			104, 404
529.382	Operator, dairy process equipment	4	5	1	74	Yes	No	PS		203
529.385	Noodle maker (food proc)	6	3	2	73	Yes	No	R		105, 405
600.280	Maintenance machinist	6	3	2	73	No	No	S		708
600.380	Job setter, machine shop	6	5	2	73	No	No	S		607
601.280	Tool and die maker	6	3	2	73	No	No	S	SV	502
601.281	Inspector, tool	6	3	2	73	No	No	S		202, 502
606.682	Drill press operator	6	3	2	76	No	No	S		502
609.684	Laborer, machine shop	6	5	3	73	Yes	No	S		701
611.482	Forging press operator, leader	6	3	2	73	No	No			502
611.685	Press operator (mfg)	6	3	2	73	No	No			402
611.685	Forging press operator	6	3	2	73	No	No	S		502
620.281	Front-end mechanic	15	5	1		No	No	S		705

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
620.684	Automobile-mechanic helper	15	7	1	73	No	No	PS		503
625.281	Small engine mechanic	6	5	1	73	Yes	No	S		503
638.281	Maintenance mechanic	6	7	3	57	No	Yes	S		701
651.482	Press operator (prtg)	6	3	2	73	No	No	PS		604
705.684	Grinder	6	3	2	76	No	No	S		603
706.684	Assembler (mfg)	6	3	2	73	Yes	No	S		105, 405
709.281	Locksmith	6	5	2	73	No	No	S		402
710.381	Gas-regulator repairer	12	4	2	78	Yes	No	PS	IE	202
726.684	Electronics assembler	15	3	1	73	No	No	PS		105, 405
729.281	Electric-meter repairer	15	4	1	73	No	Yes	S		701, 708
729.281	Electric-meter repairer	15	4	1	73	No	Yes	S		701
729.687	Assembler, electrical access	6	5	1	74	No	No	S		105
729.687	Assembler, electrical access	6	5	1	73	No	No	S		105
741.687	Paint sprayer	6	3	2	73	No	No	S		505
785.261	Alteration tailor	15	5	3	73	Yes	No	S		101
804.281	Sheet metal worker	6	5	3	77	Yes	No			701
804.281	Sheet metal worker	6	5	3	76	Yes	No	S		701
804.281	Sheet metal worker	6	5	3	73	Yes	No			701
819.361	Welder-fitter	6	3	2	73	No	Yes			203
850.683	Bulldozer operator	6	2	2	73	No	No	S		502
860.137	Supervisor, carpenter	6	7	3	76	No	No	S		604

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
860.137	Supervisor, carpenter	6	7	3	77	No	No	S		503
869.664	Construction worker I	6	7	3	77	Yes	No	S		701
869.664	Insulation installer	15	2	1	74		No			205
869.685	Kettle man (roofing)	4	2	1	73		No	S		608
891.137	Maintenance supervisor	6	7	3	73	No	No	S		503
891.137	Maintenance supervisor	15	6	3	78	No	No	PS		707
905.663	Truck driver (bldg mat)	4	5	1	75	Yes	No	S		502
906.683	Truck driver (agric delivery)	12	1	1	79	Yes	No	S		201
906.683	Truck driver (agric delivery)	12	1	1	78	Yes	No	S		404
913.367	Taxicab starter (dispatcher)	15	4	2		No	No	S		202
913.463	Taxi driver	15	4	2	73	No	No	S		707, 716
913.463	Taxi driver	15	3	2	77		No	S		707, 202
913.463	Taxi driver	15	4	2	73	No	No	S		613, 202
913.463	Taxi driver	15	4	2	78	No	No	S		708, 302
913.463	Taxi driver	15	4	2	78	No	No	S		502
913.463	Taxi driver	15	4	2	73	No	No	S		202, 715
913.463	Taxi driver	15	4	2	76	No	No	S		608, 202, 402
919.687	Cleaner, automobile washer	6	7	1	73	Yes	No	R		102, 401
919.687	Cleaner, automobile washer	15	7	1	78	Yes	No	R		405, 101
920.587	Packager, hand (mfg)	6	3	2	73	No	Yes	S		204
920.687	Bagger, grocery	15	5	2	77	Yes	No	S		602

DOT No.	Job Title	R	SIC	S	Yr	En-try	Ad-apt	Ed	VE	Impairments
921.133	Supervisor, material handling	6	5	2	73	No	No	S		104
921.683	Forklift operator	6	5	3	77	Yes	No	S		104
921.683	Indus truck oper (forklift)	6	5	1	73	No	No	S		202
921.683	Indus truck oper (forklift)	6	5	1	74	No	No	S		614
921.683	Indus truck oper (forklift)	15	2	1	78		No			701
922.687	Laborer, stores	6	5	3	75	Yes	No			701
922.687	Laborer, stores	12	4	1		Yes	No	PS		503
929.687	Material handler	4	5	1	73	Yes	No	S		502
929.687	Utility worker (const)	6	3	2	73	No	No	S		105, 405
950.131	Boilerhouse superintendent	12	7	3	73	No	No	S		503
953.362	Pressure controller (gas)	15	4	2	73	No	No	PS		705
953.364	Gas-meter installer	15	4	2	73	No	No	PS		716
953.367	House-piping inspector (gas)	15	4	2	73	No	No	PS		716
959.167	Dispatcher, service	15	4	2	73	No	No	PS		701
959.167	Dispatcher, service	12	4	1	73	No	No	PS		701
973.381	Compositor (prtg, pub)	15	3	3	73		No	PS	IE	103
973.381	Compositor (prtg, pub)	15	3	3	73		No	PS	IE	105
973.381	Compositor (prtg, pub)	15	3	3	73		No	PS	IE	103
976.684	Film splicer	15	7	2		Yes	No	S		205
976.685	Film cutter and splicer	15	7	2		Yes	No	S		205

CODE SHEET

Vocational Education Regions

4 Barren River
6 Jefferson
12 Hazard
15 Bluegrass

SIC Category (Standard Industrial Classification Code)

0 Agriculture, forestry, and fishing
1 Mining
2 Construction
3 Manufacturing
4 Transportation, communications, electric and gas, and sanitary services
5 Wholesale and retail trade
6 Finance, insurance, and real estate
7 Services
8 Public administration
9 Nonclassifiable establishments

Educational Level

S Secondary School
PS Postsecondary School
C College (4-year)
R Rehabilitation Center

Vocational Education Program

AG Agribusiness
BO Business and Office
DE Marketing and Distributive Education
HE Home Economics
HP Health and Personal Services
IE Industrial Education
PB Public Service
SV Special Vocational
- Unknown

Size of Company

1 Small: 0-49 employees
2 Medium: 50-249 employees
3 Large: 250 or more employees

Type of Impairment (Insert Level of Imp. as third digit, i.e., 101, 205)

10 Hearing
20 Visual
30 Hearing and Visual
40 Speech
50 Orthopedic

Level of Impairment

1 No obvious indication
2 Slight difficulty apparent
3 Moderate difficulty apparent
4 Moderately severe difficulty apparent
5 Severe difficulty or condition apparent

600 Neuromuscular/neurological
601 Aphasia
602 Cerebral Palsy
603 Dyslexia
604 Epilepsy
605 Muscular Dystrophy
606 Multiple Sclerosis
607 Paraplegia
608 Polio-caused Paralyses
609 Polymyositis
610 Quadriplegia
611 Spina Bifida
612 Spinal Muscular Atrophy
613 Stroke
614 Other

700 Other Health Impairments
701 Accidents (disfigurements)
702 Adolescent Pregnancy
703 Arthritis
704 Asthma
705 Cancer
706 Cystic Fibrosis
707 Diabetes
708 Heart Condition
709 Hemophilia
710 Lead Poisoning
711 Leukemia
712 Nephrosis and Nephritis
713 Rheumatic Fever
714 Sicle Cell Anemia
715 Tuberculosis
716 Other

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APPENDIX A-5

LIST OF JOBS HELD BY PHYSICALLY HANDICAPPED EMPLOYEES IDENTIFIED IN BUSINESS AND INDUSTRY SURVEY BE REGION, SIC, COMPANY SIZE, DOT, AND TYPE OF IMPAIRMENT (ARRANGED ALPHABETICALLY BY DOT JOB TITLE)*

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment**
1	15	4	2	ACCOUNTING CLERK Bookkeeping, telephoning, typing	216.482	202
2	6	5	2	ACCOUNTING CLERK Accounts payable, payroll, invoice checking	216.482	501
3	15	7	1	ACCOUNTING CLERK Maintains student records, disburses financial aid accounts	216.482	502
4	6	7	3	ACCOUNTING CLERK Tax preparer, prepares returns and checks returns	216.482	605
5	6	5	2	ACCOUNTING CLERK Accounts receivable, accounts payable, general work	216.482	608
6	6	6	2	ACCOUNTING CLERK, DATA PROCESSING Operates computer terminal, types checks, files	216.382	608
7	6	5	2	ACCOUNTING MANAGER, OFFICE Prepares profit and loss statement, manages three people, and handles accounts receivable	160.167	503
8	4	7	3	ADMISSIONS EVALUATOR Receives/verifies degree applications, receives degree programs and totals credit hours, writes up degree	205.367	502
9	15	5	3	ALTERATION TAILOR	785.261	101
10	6	5	1	ASSEMBLER, ELECTRICAL ACCESS Assembles parts, keeps area clean, keeps inventory	729.687	105
11	6	5	1	ASSEMBLER, ELECTRICAL ACCESS Same as above	729.687	105

*Key to column headings: R, Vocational Education Region; SIC, Standard Industrial Classification Code; S, Company size; Yr, year in which hired; Entry, entry-level job; Adapt, adaptation necessary; Ed, Educational level completed; and VE, type of vocational training completed.

**Numbers refer to codes on page 97.

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
12	6	3	2	ASSEMBLER (mfg) Assembles component, weighs, packs	706.684	105 405
13	15	6	3	ASSISTANT VICE PRESIDENT (fin) Reviews commercial, installment, and mortgage loans; values securities, verifies credit	186.117	608
14	15	7	1	AUTOMOBILE-MECHANIC HELPER Clean and paint engines, gas pump attendant, auto finish cleaning	620.684	503
15	15	5	2	BAGGER, GROCERY Sack and carry groceries to customers' cars	920.687	602
16	6	6	3	BILLING CLERK Operates adding machine, collates, figures work	214.482	608
17	12	7	3	BOILERHOUSE SUPERINTENDENT Operates boiler, makes minor mechanical repairs, makes watchman round of all mechanical spaces	950.131	503
18	15	7	1	BOOKKEEPER II (educ) Keeps ledgers and accounts payable, does financial aid bookkeeping	210.382	202
19	6	2	2	BULLDOZER OPERATOR Operates bulldozer	850.683	502
20	6	5	3	BUYER (mfg)	162.157	708
21	12	7	3	CASEWORKER (social worker) Does counseling, charting, and home visits	195.107	502
22	4	5	2	CASHIER-CHECKER (sales) Register operation	211.462	703
23	15	6	3	CHECK-PROCESSING CLERK I (fin)	216.387	608
24	6	6	3	CLAIMS CLERK I (insur) Sorts, codes, verifies claims	241.362	105

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
25	15	7	1	CLEANER, AUTOMOBILE WASHER Vacuums inside car, cleans floor mats, preps front	919.687	405 101
26	6	7	1	CLEANER, AUTOMOBILE WASHER Drys cars, repairs equipment, janitor duties	919.687	102 401
27	15	7	3	CLEANER, COMMERCIAL Maintains dumpster, empties trash, maintains dock	381.687	105
28	15	5	1	CLEANER, COMMERCIAL Cleans floors, empties trash in business firm	381.687	502 102
29	6	7	3	CLEANER, HOSPITAL Waxes floors, cleans operating room, collects trash	323.687	604
30	6	7	3	CLEANER, HOSPITAL Waxes floors, cleans rooms, folds linens	323.687	708
31	6	7	3	CLEANER, INSTITUTIONAL Operates machinery, mops floors, sweeps floors	381.687	105
32	6	7	3	CLEANER, INSTITUTIONAL Operates machinery, mops floors, sweeps floors	381.687	503
33	6	5	3	CLERK, ADMINISTRATIVE Answers telephone, performs paperwork functions, maintains files	219.362	503
34	4	5	1	CLERK, GENERAL Files records, does billing	209.562	503 203
35	4	7	3	CLERK, GENERAL (educ) Processes admission folders, records grades, records transcripts	209.562	505
36	15	7	3	CLERK, GENERAL (med) Checks address changes, sort charge sheets and checks for routine data (date, doctor's name, patient's number)	209.562	505

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
37	6	5	3	CLERK, MAIL ROOM Delivers interoffice mail, operates small printing press, keeps supply room in order	209.587	403
38	6	7	3	CLERK-TYPIST Typing, filing, screening calls	203.362	707
39	6	5	2	CLERK-TYPIST Typing, telephone duties, and general office tasks	203.362	502
40	15	6	3	CLERK-TYPIST Type deposit correction letters, type charge backs and file in alphabetic order, balance general ledger	203.362	604
41	6	7	3	CLERK-TYPIST, HEAD Typing, filing, maintaining controls	203.137	402
42	6	7	3	CLERK-TYPIST, MEDICAL Prepare patient statistics, typing, filing	203.362	403
43	6	7	1	CLERK-TYPIST, MEDICAL Types medical cards, fills in on answering phone, filing	203.362	704
44	6	7	3	COMMUNITY ORGANIZATION WORKER Writes community programs, does statistical work	195.167	202
45	15	3	3	COMPOSITOR (prtg, pub) Interpret and follow layout, copy processing, makeup routine and mechanical specification, operational knowledge of processing machine	973.381	103
46	15	3	3	COMPOSITOR (prtg, pub) Same as above	973.381	103
47	15	3	3	COMPOSITOR (prtg, pub) Same as above	973.381	105

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
48	6	7	3	COMPUTER OPERATOR Keypunch, organize data, assist in implementing new programs	213.362	502
49	6	7	3	CONSTRUCTION WORKER Help carpenters, clean up, drive truck	869.664	701
50	6	2	1	CONTRACTOR (const) Negotiate contracts, supervise construction	182.167	501
51	15	2	2	CONTRACTOR (const) Same as above	182.167	613, 703 708
52	4	5	1	COOLER WORKER (dairy prod) Orders ice cream, loads ice cream truck orders	299.477	701
53	6	3	1	COST CLERK Maintain depletion reports, compile sales analysis reports, maintain incentive plan reports	216.382	403
54	15	5	1	CREDIT MANAGER	168.167	103
55	4	5	2	CUSTOMER SERVICE CLERK Refunds, gives check approvals	299.367	704, 501
56	6	7	3	DIETARY AIDE Dietary worker, assists in cooking	355.677	402
57	6	7	3	DINING ROOM ATTENDANT Set up for banquets, bus dishes, mop floors	311.677	105
58	6	7	3	DINING ROOM ATTENDANT Washes pots, sets up for banquets, buses dishes	311.677	716
59	6	7	3	DISHWASHER Run dish machine, break down and clean machine, polish silver	318.687	105, 405
60	6	7	3	DISHWASHER Same as above	318.687	103

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
61	6	7	3	DISHWASHER Cleans plates, operates equipment, mops	318.687	502, 103 402, 708
62	4	7	1	DISHWASHER Washes dishes and pots	318.687	602
63	4	7	3	DISPATCHER, RADIO (police) Receives complaints and requests from public, dispatches officers, keeps records of calls	379.362	607
64	4	7	3	DISPATCHER, RADIO (police) Same as above	379.362	613
65	12	4	1	DISPATCHER, SERVICE Tests telephone lines, dispatches repairmen, posts tickets	959.167	701
66	15	4	2	DISPATCHER, SERVICE Dispatches orders to servicemen, communicates with office by telephone, maintains records	959.167	701
67	15	7	2	DRAFTER, ASSISTANT (elec)	017.281	707
68	15	7	1	DRAFTER, CHIEF, DESIGN (light, heat and power)	017.161	716
69	15	7	1	DRAFTER, COMMERCIAL Drafting, operates blueprint machine	017.261	105, 405
70	6	3	2	DRILL PRESS OPERATOR Drills	606.682	502
71	15	4	1	ELECTRIC-METER REPAIRER	729.281	701
72	15	4	1	ELECTRIC-METER REPAIRER	729.281	701, 708
73	15	3	1	ELECTRONICS ASSEMBLER	726.684	105, 405
74	6	5	1	ELECTRONICS TECHNICIAN Repairs electronic equipment, runs errands	003.161	503

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
75	6	7	3	ELIGIBILITY WORKER III Process food stamp applications, recertify	195.267	602
76	6	7	3	ELIGIBILITY WORKER III Process food stamp applications, process assistance payments, redetermine eligibility	195.267	607
77	6	7	3	ELIGIBILITY WORKER III Process food stamp applications, redetermine eligibility, process assistance payments	195.267	608
78	6	7	3	ELIGIBILITY WORKER III Process food stamp applications, reinvestigate food stamp cases	195.267	701
79	15	8	1	EMPLOYMENT COUNSELOR Counsel clients about making a choice, change or adjustment in vocation; match applicants with jobs, do job development	166.267	502
80	15	6	3	ENCODER (fin) Run electronic encoding machine, file, type	217.382	105
81	6	8	2	FILE CLERK I Sorts cards, files card, purges files	206.362	603
82	15	7	2	FILM CUTTER AND SPLICER Process film, splice films	976.685	205
83	15	7	2	FILM SPLICER Splice films	976.684	205
84	6	5	3	FOOD ORDER EXPEDITER Serves food, cleans, prepares food	319.467	103
85	6	5	3	FOOD ORDER EXPEDITER Serves food, cleans, prepares food	319.467	202
86	6	5	3	FOOD ORDER EXPEDITER Serves food, cleans, prepares food	319.467	402

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
87	6	5	2	FOOD ORDER EXPEDITER Fills fry baskets, cooks fries, cleans area	319.467	502
88	6	5	3	FOOD ORDER EXPEDITER Serves food, cleans, prepares food	319.467	604
89	6	5	3	FOOD ORDER EXPEDITER Same as above	319.467	702
90	6	5	3	FOOD ORDER EXPEDITER Same as above	319.467	703
91	6	5	3	FOOD ORDER EXPEDITER Same as above	319.467	705
92	6	5	3	FOOD ORDER EXPEDITER Same as above	319.467	713
93	6	5	3	FOOD ORDER EXPEDITER Same as above	319.467	716
94	6	3	2	FORGING PRESS OPERATOR Operate large forge and heat treat furnace, press stamping	611.685	502
95	6	3	2	FORGING PRESS OPERATOR, LEADER Operate large forge and heat treat furnace, press stamping, lead 3 man crew	611.482	502
96	6	5	3	FORK LIFT OPERATOR	921.683	104
97	15	5	1	FRONT-END MECHANIC Align front end, balance tires, repair transmissions	620.281	705
98	15	4	2	GAS-METER INSTALLER Turn gas on and off, work leak orders, maintain records	953.364	716
99	12	4	2	GAS-REGULATOR REPAIRER Does maintenance and repair work on underground equipment	710.381	202
100	6	3	2	GRINDER	705.684	603

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
101	15	4	2	HOUSE-PIPING INSPECTOR (gas) Inspects contractors' work, obtains permits, maintains records	953.367	716
102	6	7	3	HOUSEKEEPER, MEDICAL SERVICES Waxes floors, cleans rooms, folds linens, supervises	323.687	704
103	6	5	1	INDUSTRIAL TRUCK OPERATOR Operates fork lift truck	921.683	202
104	6	5	1	INDUSTRIAL TRUCK OPERATOR Operates fork lift truck, turns on oil, checks inventory	921.683	614
105	15	2	1	INDUSTRIAL TRUCK OPERATOR Operates fork lift truck, customer service, stocking and material handling	921.683	701
106	6	3	2	INSPECTOR, TOOL Measures according to print, inspects at work site, uses instruments and gauges	601.281	202, 502
107	15	2	1	INSULATION INSTALLER	869.664	205
108	6	5	1	INVENTORY CLERK	222.387	708
109	15	7	1	JANITOR	382.664	402
110	6	7	1	JANITOR Cleaning, washing cars, mowing grass	382.664	707
111	12	4	1	JANITOR, BUILDING Cleans building, makes minor repairs	382.664	305
112	6	5	2	JOB SETTER, MACHINE SHOP	600.380	607
113	4	2	1	KETTLE MAN (roofing)	869.685	608
114	6	8	2	KEYPUNCH OPERATOR Operates alpha and numeric key-punch, verifies data, files orders	203.582	603
115	6	8	2	KEYPUNCH OPERATOR Same as above	203.582	604

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
116	4	7	3	LAB ASSISTANT, MEDICAL Assists lab technician	078.381	501
117	6	7	1	LAB TECHNICIAN, MEDICAL	078.381	704
118	15	7	1	LABORER, GOLF COURSE	406.683	104, 404
119	6	7	2	LABORER, LAUNDRY	361.687	404
120	6	5	3	LABORER, MACHINE SHOP	609.684	701
121	12	4	1	LABORER, STORES	922.687	503
122	6	5	3	LABORER, STORES	922.687	701
123	4	7	3	LIBRARY CLERK III Processes new materials, types, provides reference assistance	249.367	703
124	6	5	2	LOCKSMITH Installs hardware, services locks	709.281	402
125	6	3	2	MAINTENANCE MACHINIST Maintains factory equipment, overhauls machines, repairs buildings	600.280	708
126	6	7	3	MAINTENANCE MECHANIC Provides preventive maintenance, makes repairs	638.281	701
127	6	7	3	MAINTENANCE SUPERVISOR Trains staff, keeps records, supervises staff	891.137	503
128	15	6	3	MAINTENANCE SUPERVISOR Oversees maintenance, construction, and renovation of building	891.137	707
129	15	7	2	MANAGER, ADVERTISING Prepares proposals, brochures, and advertisements	164.117	610
130	15	7	2	MANAGER, ADVERTISING Market strategy, company promotion, sales	164.117	707
131	12	1	1	MANAGER, BULK PLANT Hires employees and salesmen, handles personnel relations	181.117	502
132	6	5	3	MANAGER, FAST FOOD (area supervisor) Oversees operation of a group of stores, hires, personnel, conducts meetings	185.137	703

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
133	6	5	2	MANAGER, FAST FOOD SERVICE Handles total operation of fast food restaurant	185.137	402
134	6	5	3	MANAGER, FAST FOOD SERVICE Same as above	185.137	705
135	6	5	2	MANAGER, RETAIL STORE	185.167	502
136	4	5	2	MANAGER, SALES Maintains department, register operation, orders stock	299.137	502, 707
137	6	5	3	MARKER (ret) Checks merchandise, marks tickets, distributes merchandise	209.587	103
138	6	5	2	MARKETING RESEARCH ANALYST Price analyst, product mix analyst, vendor negotiator	050.067	606
139	4	5	1	MATERIAL HANDLER Handles inventory, drives fork lift, loads and unloads building materials	929.687	502
140	6	7	3	MEDICAL RECORDS CLERK Types, files, runs records to other offices	245.362	402
141	15	7	1	MEDICAL RECORDS TECHNICIAN Typing from transcriber, filing, composing patient charts	079.367	608
142	6	7	3	MEDICAL TECHNOLOGIST Tests specimens, handles poison questions, teaches charts to new employees in department	078.361	105, 405
143	6	7	3	MEDICAL TRANSCRIBER Transcribes medical dictation	203.582	205
144	6	7	3	MEDICAL TRANSCRIBER Transcribes radiology reports, receptionist, filing	203.582	503

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
145	15	4	1	METER READER Reads gas meters	209.567	105
146	15	4	1	METER READER Turns meters on and off, makes account collections, reads and changes tape power motor	209.567	701
147	15	4	1	METER READER	209.567	716
148	6	3	2	NOODLE MAKER (food proc) Macaroni maker, operates machines, unjams line	529.385	105, 405
149	6	7	3	NURSE, GENERAL DUTY Medications, patient care, charting	075.374	501
150	6	7	3	NURSE, GENERAL DUTY Same as above	075.374	502
151	6	7	3	NURSE, HEAD Makes rounds, counsels employees, responsible for operation of nursing on shift	075.127	502
152	6	7	3	NURSE, HEAD Supervision of nursing unit, training, patient care	075.127	703
153	6	7	3	NURSE, LICENSED PRACTICAL Medications, patient's charts, patient care	079.374	505
154	6	7	1	NURSE, OFFICE Administers allergy shots, assists with evaluations	075.374	502
155	6	7	3	NURSING ASSISTANT, OPERATING ROOM Lift patients, restrain combative patients, transport patients	355.674	604
156	15	6	3	OPERATIONS OFFICER (fin) Supervises, purchases supplies for printing and encoding, sets up printing jobs	186.167	602
157	4	5	1	OPERATOR, DAIRY PROCESSING EQUIPMENT Operates pasteurizer machine	529.382	203

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
158	6	5	1	ORDER CLERK Waits on customers, fills orders, takes phone orders	249.367	613
159	15	5	2	ORDER CLERK Places orders, waits on walk-in customers, files	249.367	502
160	12	1	1	ORDER CLERK (agric) Receives orders via phone, dispatches trucks, accounts for receipts	249.367	502
161	6	7	3	OUTPATIENT-ADMITTING CLERK Admits patient to Emergency Room, typing, telephone	205.362	714
162	4	7	2	PBX OPERATOR Answers PBX console, mail clerk, filing	235.662	504
163	6	7	3	PBX OPERATOR Answers phone, directs visitors, coordinates emergency situations	235.662	505
164	6	5	3	PBX OPERATOR Receptionist, corporate switchboard operation	235.662	708
165	6	3	2	PACKAGER, HAND (mfg) Packages hardware bags (nuts, bolts, washers), hangs parts on paint line	920.587	204
166	6	3	2	PAINT SPRAYER Operates paint booth, mixes paints, weld-production	741.687	505
167	12	5	1	PARTS-ORDER-AND-STOCK CLERK (auto) Orders parts, sells parts, inventories parts	249.367	502
168	6	5	2	PARTS-ORDER-AND-STOCK CLERK (auto) Shipping and receiving, stocking shelves	249.367	701

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
169	15	4	2	PAYROLL CLERK, CHIEF Payroll, dispatch, typing	215.137	202
170	4	7	1	PLAYROOM ATTENDANT Take care of children	359.677	604
171	6	3	2	PRESS OPERATOR (mfg) Operates stamping press, set up forge dies, operate drill press	611.685	402
172	6	3	2	PRESS OPERATOR (prtg) Operates printing press	651.482	604
173	15	4	2	PRESSURE CONTROLLER (gas) Observes and reports pressure to controller, maintains records	953.362	705
174	6	3	1	PRICE CHECKER Maintain master price files, verify regional pricing structures, maintain price change files	209.587	104
175	6	7	3	PROGRAMMER Projects team's systems design, flow charting, testing existing systems	020.162	202
176	6	6	3	PROGRAMMER Same as above	020.162	502
177	6	7	3	PROGRAMMER Same as above	020.162	707
178	15	2	1	PROJECT ENGINEER	019.167	103
179	6	7	3	PSYCHIATRIC AIDE Patient therapy, lifting and assisting patients	355.377	711
180	6	7	3	RADIOLOGIC TECHNICIAN Position patients for films, develops film, transports patients	078.362	704
181	6	5	2	RECEIVING CLERK Receiving stock, keeping records, checking stock	222.387	203

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
182	15	7	1	RECEPTIONIST Answers phone, acts as receptionist, does chart filing	237.367	702
183	6	7	3	RESPIRATORY THERAPIST, SUPERVISOR Administers treatment, maintains equipment, is shift supervisor	079.361	503
184	15	6	3	SAFE DEPOSIT BOX RENTAL CLERK	295.367	703
185	4	5	1	SALES ASSISTANT Orders milk, checks dairy cases, handles problems that arise on routes	292.137	701
186	6	5	2	SALES CLERK Selling to customers, stocks shelves, telephone sales	290.477	502
187	15	3	3	SALES REPRESENTATIVE (adver)	254.357	608
188	6	5	1	SALES REPRESENTATIVE (bldrs sup) Purchases doors, frames, and hardware, sales clerk, controls fabrication of doors/frames	274.357	607
189	6	5	1	SALES REPRESENTATIVE (gen mdse)	279.357	716
190	12	5	1	SALESPERSON, AUTOMOBILE Sells new and used cars	273.353	703
191	6	6	3	SECRETARY Typing, shorthand, filing	201.362	701
192	6	7	3	SECRETARY, MEDICAL Typing, photocopying, office management, answering phone	201.362	608
193	6	7	3	SECRETARY, PERSONNEL Typing, posting jobs, filing	201.362	501
194	6	7	3	SECURITY OFFICER Schedules, vehicle assignment, safety director	189.167	503
195	12	4	1	SERVICE REPRESENTATIVE (tel/teleg) Typing, data terminal operator	239.367	703

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
196	6	5	3	SHEET METAL WORKER	804.281	701
197	6	5	3	SHEET METAL WORKER	804.281	701
198	6	5	3	SHEET METAL WORKER	804.281	701
199	6	3	2	SHIPPING CLERK Operates lift truck, packs parts into cartons, ships cartons	222.387	502
200	6	3	2	SHIPPING CLERK Receive and record parts purchases, disburse parts, keep inventory records	222.387	708
201	6	3	2	SHIPPING CLERK Assembles shipments, prepares shipping papers, operates load trucks	222.387	708
202	6	5	1	SMALL ENGINE MECHANIC Repairs small gasoline engines, sharpens saw chains, waits on customers	625.281	503
203	6	5	2	STOCK CLERK Works stock, keeps records	222.387	701
204	15	5	2	STOCK CLERK, GROCERY GOODS Stocks shelves, janitor, bagger	299.367	701, 202
205	15	5	2	STOCK CLERK, GROCERY GOODS Works returned bottles, keeps work area clean and orderly	299.367	602
206	6	5	2	STOCK SUPERVISOR (ret) Responsible for all order assembly and all stock crews	222.132	604
207	6	7	3	SUPERINTENDENT, PLANT PROTECTION Supervisor of transportation department, supervisor of security, scheduling	189.167	611

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impairment
208	6	7	3	SUPERVISOR, CARPENTER Carpenter work, train laborers, keep records	860.137	503
209	6	7	3	SUPERVISOR, CARPENTER Same as above	860.137	604
210	6	7	3	SUPERVISOR, ELECTRONIC DATA PROCESSING	213.132	103
211	6	5	2	SUPERVISOR, FOOD-SERVICE Cash controls, personnel, food preparation	319.137	402
212	6	5	3	SUPERVISOR, FOOD-SERVICE Manages operation, serves the public, prepares food	319.137	501
213	6	5	3	SUPERVISOR, FOOD-SERVICE Same as above	319.137	707
214	6	5	3	SUPERVISOR, FOOD-SERVICE Same as above	319.137	708
215	6	7	2	SUPERVISOR, LAUNDRY	361.137	703
216	6	5	2	SUPERVISOR, MATERIAL HANDLING Responsible for general operation of warehouse--shipping, receiving, order assembly, etc.	921.133	104
217	6	7	3	SURGERY CLERK Assigns OR suites, schedules doctors, dispatches patients	245.137	502
218	6	6	2	SWITCHBOARD OPERATOR Receptionist and switchboard operator	235.662	608
219	15	4	2	TAXI DRIVER	913.463	707, 716
220	15	4	2	TAXI DRIVER	913.463	707, 202
221	15	4	2	TAXI DRIVER	913.463	613, 202

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
222	15	4	2	TAXI DRIVER	913.463	708, 302
223	15	4	2	TAXI DRIVER	913.463	502
224	15	4	2	TAXI DRIVER	913.463	202, 715
225	15	4	2	TAXI DRIVER	913.463	608, 202, 402
226	15	4	2	TAXICAB STARTER (dispatcher) Answers telephone, keeps records, radio dispatches	913.367	202
227	15	7	2	TELEPHONE SOLICITOR Contacts public over phone, explains services, sells memberships in club	299.357	607
228	15	6	1	TELLER (fin) Teller station, verifies checks, posts liability ledger	211.362	204
229	15	6	3	TELLER, HEAD (fin) Controls supply of currency, handles mutilated money, prepares orders for money	211.132	403
230	6	3	2	TOOL AND DIE MAKER Operates all machine tools, makes parts to print, uses measuring devices	601.280	502
231	12	1	1	TRUCK DRIVER (agric delivery) Drives truck, loads products, delivers products	906.683	201
232	12	1	1	TRUCK DRIVER (agric delivery) Same as above	906.683	404
233	4	5	1	TRUCK DRIVER (bldg mat) Drives truck, loads and unloads building materials, handles inventory	905.663	502
234	6	3	2	UTILITY WORKER (const) Changing of code dates, supplies line, relief	929.687	105, 405

No.	VE Reg.	SIC	Size	Job Title and Major Duties	DOT No.	Impair-ment
235	15	8	1	VETERAN'S JOB DEVELOPER Interviews clients, develops jobs, does file searches	166.267	502
236	15	8	1	VETERAN'S JOB DEVELOPER Interviews clients, develops jobs over phone and in person, placement activities for hospital patients	166.267	716
237	15	8	1	VETERAN'S JOB DEVELOPER Interviews clients, develops jobs over phone and in person, certifies veterans for on-the-job program	166.267	716
238	15	7	2	VICE PRESIDENT (fin) Policy, planning, procedures approval	189.117	203
239	6	3	2	WELDER-FITTER Sets up fixtures, welds pieces as needed in production	819.361	203

APPENDIX A-6

CATALOG OF JOBS BY VOCATIONAL EDUCATION REGION
FOR PHYSICALLY HANDICAPPED EMPLOYEES IDENTIFIED IN
BUSINESS AND INDUSTRY SURVEY

Region	Job Title (Alphabetic order)	Impairments*
4-Barren River	Admissions evaluator	502
	Cashier-Checker (sales)	703
	Clerk, general	503, 203
	Clerk, general (educ)	505
	Cooler worker (dairy prod)	701
	Customer service clerk	704, 501
	Dishwasher	602
	Dispatcher, radio (police)	607
	Dispatcher, radio (police)	613
	Kettle man (roofing)	608
	Lab assistant, medical	501
	Library clerk, III	703
	Manager, sales	502, 707
	Material handler	502
	Operator, dairy processing equipment	203
	PBX operator	504
	Playroom attendant	604
	Sales assistant	701
	Truck driver (bldg mat)	502
6-Jefferson	Accounting clerk	501
	Accounting clerk	605
	Accounting clerk	608
	Accounting clerk, data processing	608
	Accounting manager, office	503
	Assembler, electrical access	105
	Assembler, electrical access	105
	Assembler (mfg)	105, 405
	Billing clerk	608
	Bulldozer operator	502
	Buyer (mfg)	708
	Claims clerk I (insur)	105
	Cleaner, automobile washer	102, 401
	Cleaner, hospital	604
	Cleaner, hospital	708
	Cleaner, institutional	105
	Cleaner, institutional	503

*Codes appear on page 97.

Region	Job Title (Alphabetic order)	Impairments
6 (cont'd)	Clerk, administrative	503
	Clerk, mail room	403
	Clerk-typist	707
	Clerk-typist	502
	Clerk-typist, head	402
	Clerk-typist, medical	403
	Clerk-typist, medical	704
	Community organization worker	202
	Construction worker I	701
	Computer operator	502
	Contractor (const)	501
	Cost clerk	403
	Dietary aide	402
	Dining room attendant	105
	Dining room attendant	716
	Dishwasher	105, 405
	Dishwasher	103
	Dishwasher	502, 103, 402, 708
	Drill press operator	502
	Electronics technician	503
	Eligibility worker III	602
	Eligibility worker III	607
	Eligibility worker III	608
	Eligibility worker III	701
	File clerk I	603
	Food order expediter	103
	Food order expediter	202
	Food order expediter	402
	Food order expediter	502
	Food order expediter	604
	Food order expediter	702
	Food order expediter	703
	Food order expediter	705
	Food order expediter	713
	Food order expediter	716
	Forging press operator	502
	Forging press operator, leader	502
	Fork lift operator	104
	Grinder	603
	Housekeeper, medical services	704
	Industrial truck operator	202
	Industrial truck operator	614
	Inspector, tool	202, 502
	Inventory clerk	708
	Janitor	707
	Job setter, machine shop	607
	Keypunch operator	603
	Keypunch operator	604
	Lab technician, medical	704
	Laborer, laundry	404
	Laborer, machine shop	701

Region	Job Title (Alphabetic order)	Impairments
6 (cont'd)	Laborer, stores	701
	Locksmith	402
	Maintenance machinist	708
	Maintenance mechanic	701
	Maintenance supervisor	503
	Manager, fast food (area supervisor)	703
	Manager, fast food service	402
	Manager, fast food service	705
	Manager, retail store	502
	Marker (ret)	103
	Marketing research analyst	606
	Medical records clerk	402
	Medical technologist	105, 405
	Medical transcriber	205
	Medical transcriber	503
	Noodle maker (food proc)	105, 405
	Nurse, general duty	501
	Nurse, general duty	502
	Nurse, head	502
	Nurse, head	703
	Nurse, Licensed Practical	505
	Nurse, office	503
	Nursing assistant, operating room	604
	Order clerk	613
	Outpatient-admitting clerk	714
	PBX operator	505
	PBX operator	708
	Packager, hand (mfg)	204
	Paint sprayer	505
	Parts-order-and-stock clerk (auto)	701
	Press operator (mfg)	402
	Press operator (prtg)	604
	Price checker	104
	Programmer	202
	Programmer	502
	Programmer	707
	Psychiatric aide	711
	Radiologic technician	704
	Receiving clerk	203
	Respiratory therapist, supervisor	503
	Sales clerk	502
	Sales representative (bldrs sup)	607
	Sales representative (gen mdse)	716
	Secretary	701
	Secretary, medical	608
	Secretary, personnel	501
	Security officer	503
	Sheet metal worker	701
	Sheet metal worker	701
	Sheet metal worker	701
	Shipping clerk	502

Region	Job Title (Alphabetic order)	Impairments
6 (cont'd)	Shipping clerk	708
	Shipping clerk	708
	Small engine mechanic	503
	Stock clerk	701
	Stock supervisor (ret)	604
	Superintendent, plant protection	611
	Supervisor, carpenter	503
	Supervisor, carpenter	604
	Supervisor, electronic data processing	103
	Supervisor, food-service	402
	Supervisor, food-service	501
	Supervisor, food-service	707
	Supervisor, food-service	708
	Supervisor, laundry	703
	Supervisor, material handling	104
	Surgery clerk	502
	Switchboard operator	608
	Tool and die maker	502
	Utility worker (const)	105, 405
	Welder-fitter	203
12-Hazard	Boilerhouse superintendent	503
	Caseworker (social worker)	502
	Dispatcher, service	701
	Gas-regulator repairer	202
	Janitor, building	305
	Laborer, stores	503
	Manager, bulk plant	502
	Order clerk (agric)	502
	Parts-order-and-stock clerk (auto)	502
	Salesperson, automobile	703
	Service representative (tel/teleg)	703
	Truck driver (agric delivery)	201
	Truck driver (agric delivery)	404
15-Bluegrass	Accounting clerk	202
	Accounting clerk	502
	Alteration tailor	101
	Assistant vice president (fin)	608
	Automobile-mechanic helper	503
	Bagger, grocery	602
	Bookkeeper II (educ)	202
	Check-processing clerk I (fin)	608
	Cleaner, automobile washer	405, 101
	Cleaner, commercial	105
	Cleaner, commercial	502, 102
	Clerk, general (med)	505
	Clerk-typist	604
	Compositor (prtg, pub)	103
	Compositor (prtg, pub)	103

Region	Job Title (Alphabetic order)	Impairments
15 (cont'd)	Compositor (prtg, pub)	105
	Contractor (const)	613, 703, 708
	Credit manager	103
	Dispatcher, service	701
	Drafter, assistant (elec)	707
	Drafter, chief, design (light, heat and power)	716
	Drafter, commercial	105, 405
	Electric-meter repairer	701
	Electric-meter repairer	701, 708
	Electronics assembler	105, 405
	Employment counselor	502
	Encoder (fin)	105
	Film cutter and splicer	205
	Film splicer	205
	Front-end mechanic	705
	Gas-meter installer	716
	House-piping inspector (gas)	716
	Industrial truck operator	701
	Insulation installer	205
	Janitor	402
	Laborer, golf course	104, 404
	Maintenance supervisor (fin)	707
	Manager, advertising	610
	Manager, advertising	707
	Medical records technician	608
	Meter reader	105
	Meter reader	701
	Meter reader	716
	Operations officer (fin)	602
	Order clerk	502
	Payroll clerk, chief	202
	Pressure controller (gas)	705
	Project engineer	103
	Receptionist	702
	Safe deposit box rental clerk	703
	Sales representative (adver)	608
	Stock clerk, grocery goods	701, 202
	Stock clerk, grocery goods	602
	Taxi driver	707, 716
	Taxi driver	707, 202
	Taxi driver	613, 202
	Taxi driver	708, 302
	Taxi driver	502
	Taxi driver	202, 715
	Taxi driver	608, 202, 402
	Taxicab starter (dispatcher)	202
	Telephone solicitor	607
	Teller (fin)	204
	Teller, head (fin)	403
	Veteran's job developer	502

Region	Job Title (Alphabetic order)	Impairments
15 (cont'd)	Veteran's job developer	716
	Veteran's job developer	716
	Vice president (fin)	203

APPENDIX A-7

CATALOG OF JOBS BY COMPANY SIZE
FOR PHYSICALLY HANDICAPPED EMPLOYEES IDENTIFIED IN
BUSINESS AND INDUSTRY SURVEY

No. of Employees	Job Title (Alphabetic order)	Impairments*
1-Small (0-49)	Accounting clerk	502
	Assembler, electrical access	105
	Assembler, electrical access	105
	Automobile-mechanic helper	503
	Bookkeeper II (educ)	202
	Cleaner, automobile washer	405, 101
	Cleaner, automobile washer	102, 401
	Cleaner, commercial	502, 102
	Clerk, general	503, 203
	Clerk-typist, medical	704
	Contractor (const)	501
	Cooler worker (dairy prod)	701
	Cost clerk	403
	Credit manager	103
	Dishwasher	602
	Dispatcher, service	701
	Drafter, chief, design (light, heat and power)	716
	Drafter, commercial	105, 405
	Electric-meter repairer	701
	Electric-meter repairer	701, 708
	Electronics assembler	105, 405
	Electronics technician	503
	Employment counselor	502
	Front-end mechanic	705
	Industrial truck operator	202
	Industrial truck operator	614
	Industrial truck operator	701
	Insulation installer	205
	Inventory clerk	708
	Janitor	402
	Janitor	707
	Janitor, building	305
	Kettle man (roofing)	608
	Lab technician, medical	704
	Laborer, golf course	104, 404
	Laborer, stores	503
	Manager, bulk plant	502

*Codes appear on page 97.

No. of Employees	Job Title (Alphabetic order)	Impairments
1 (cont'd)	Material handler	502
	Medical records technician	608
	Meter reader	105
	Meter reader	701
	Meter reader	716
	Nurse, office	502
	Operator, dairy processing equipment	203
	Order clerk	613
	Order clerk (agric)	502
	Parts-order-and-stock clerk (auto)	502
	Playroom attendant	604
	Price checker	104
	Project engineer	103
	Receptionist	702
	Sales assistant	701
	Sales representative (bldrs sup)	607
	Sales representative (gen mdse)	716
	Salesperson, automobile	703
	Service representative (tel/teleg)	703
	Small engine mechanic	503
	Teller (fin)	204
	Truck driver (agric delivery)	201
	Truck driver (agric delivery)	404
	Truck driver (bldg mat)	502
	Veteran's job developer	502
	Veteran's job developer	716
	Veteran's job developer	716
2-Medium (50-249)	Accounting clerk	202
	Accounting clerk	501
	Accounting clerk	608
	Accounting clerk, data processing	608
	Accounting manager, office	503
	Assembler (mfg)	105, 405
	Bagger, grocery	602
	Bulldozer operator	502
	Cashier-checker (sales)	703
	Clerk-typist	502
	Contractor (const)	613, 703, 708
	Customer service clerk	704, 501
	Dispatcher, service	701
	Drafter, assistant (elec)	707
	Drill press operator	502
	File clerk I	603
	Film cutter and splicer	205
	Film splicer	205
	Food order expediter	502
	Forging press operator	502
	Forging press operator, leader	502
	Gas-meter installer	716
	Gas-regulator repairer	202
	Grinder	603

No. of Employees	Job Title (Alphabetic order)	Impairments
2 (cont'd)	House-piping inspector (gas)	716
	Inspector, tool	202, 502
	Job setter, machine shop	607
	Keypunch operator	603
	Keypunch operator	604
	Laborer, laundry	404
	Locksmith	402
	Maintenance machinist	708
	Manager, advertising	610
	Manager, advertising	707
	Manager, fast food service	402
	Manager, retail store	502
	Manager, sales	502, 707
	Marketing research analyst	606
	Noodle maker (food proc)	105, 405
	Order clerk	502
	PBX operator	504
	Packager, hand (mfg)	204
	Paint sprayer	505
	Parts-order-and-stock clerk (auto)	701
	Payroll clerk, chief	202
	Press operator (mfg)	402
	Press operator (prtg)	604
	Pressure controller (gas)	705
	Receiving clerk	203
	Sales clerk	502
	Shipping clerk	502
	Shipping clerk	708
	Shipping clerk	708
	Stock clerk	701
	Stock clerk, grocery goods	701, 202
	Stock clerk, grocery goods	602
	Stock supervisor (ret)	604
	Supervisor, food-service	402
	Supervisor, laundry	703
	Supervisor, material handling	104
	Switchboard operator	608
	Taxi driver	707, 716
	Taxi driver	707, 202
	Taxi driver	613, 202
	Taxi driver	708, 302
	Taxi driver	502
	Taxi driver	202, 715
	Taxi driver	608, 202, 402
	Taxicab starter (dispatcher)	202
	Telephone solicitor	607
	Tool and die maker	502
	Utility worker (construction)	105, 405
	Vice president (fin)	203
	Welder-fitter	203

No. of Employees	Job Title (Alphabetic order)	Impairment
3-Large (250 or more)	Accounting clerk	605
	Admissions evaluator	502
	Alteration tailor	101
	Assistant vice president (fin)	608
	Billing clerk	608
	Boilerhouse superintendent	503
	Buyer (mfg)	708
	Caseworker (social worker)	502
	Check-processing clerk I (fin)	608
	Claims clerk I (insur)	105
	Cleaner, commercial	105
	Cleaner, hospital	604
	Cleaner, hospital	708
	Cleaner, institutional	105
	Cleaner, institutional	503
	Clerk, administrative	503
	Clerk, general (educ)	505
	Clerk, general (med)	505
	Clerk, mail room	403
	Clerk-typist	707
	Clerk-typist	604
	Clerk-typist, head	402
	Clerk-typist, medical	403
	Community organization worker	202
	Compositor (prtg, pub)	103
	Compositor (prtg, pub)	103
	Compositor (prtg, pub)	105
	Construction worker I	701
	Computer operator	502
	Dietary aide	402
	Dining room attendant	105
	Dining room attendant	716
	Dishwasher	105, 405
	Dishwasher	103
	Dishwasher	502, 103, 402, 708
	Dispatcher, radio (police)	607
	Dispatcher, radio (police)	613
	Eligibility worker III	602
	Eligibility worker III	607
	Eligibility worker III	608
	Eligibility worker III	701
	Encoder (fin)	105
	Food order expediter	103
	Food order expediter	202
	Food order expediter	402
	Food order expediter	604
	Food order expediter	702
	Food order expediter	703
	Food order expediter	705
	Food order expediter	713

No. of Employees	Job Title (Alphabetic order)	Impairments
3 (cont'd)	Food order expediter	716
	Fork lift operator	104
	Housekeeper, medical services	704
	Lab assistant, medical	501
	Laborer, machine shop	701
	Laborer, stores	701
	Library clerk III	703
	Maintenance mechanic	701
	Maintenance supervisor	503
	Maintenance supervisor	707
	Manager, fast food (area supervisor)	703
	Manager, fast food service	705
	Marker (ret)	103
	Medical records clerk	402
	Medical technologist	105, 405
	Medical transcriber	205
	Medical transcriber	503
	Nurse, general duty	501
	Nurse, general duty	502
	Nurse, head	502
	Nurse, head	703
	Nurse, Licensed Practical	505
	Nursing assistant, operating room	604
	Operations officer (fin)	602
	Outpatient-admitting clerk	714
	PBX operator	505
	PBX operator	708
	Programmer	202
	Programmer	502
	Programmer	707
	Psychiatric aide	711
	Radiologic technician	704
	Respiratory therapist, supervisor	503
	Safe deposit box rental clerk	703
	Sales representative (adver)	608
	Secretary	701
	Secretary, medical	608
	Secretary, personnel	501
	Security officer	503
	Sheet metal worker	701
	Sheet metal worker	701
	Sheet metal worker	701
	Superintendent, plant protection	611
	Supervisor, carpenter	503
	Supervisor, carpenter	604
	Supervisor, electronic data processing	103
	Supervisor, food-service	501
	Supervisor, food-service	707
	Supervisor, food-service	708
	Surgery clerk	502
	Teller, head (fin)	403

APPENDIX A-8

CATALOG OF JOBS BY SIC CATEGORY
FOR PHYSICALLY HANDICAPPED EMPLOYEES IDENTIFIED IN
BUSINESS AND INDUSTRY SURVEY

SIC Category	Job Title (Alphabetic order)	Impairments*
0-Agriculture, forestry and fishing	No jobs were listed	
1-Mining	Manager, bulk plant	502
	Order clerk (agric)	502
	Truck driver (agric delivery)	201
	Truck driver (agric delivery)	404
2-Construction	Bulldozer operator	502
	Contractor (construction)	501
	Contractor (construction)	613, 703, 708
	Industrial truck operator	701
	Insulation installer	205
	Kettle man (roofing)	608
	Project engineer	103
3-Manufacturing	Assembler (mfg)	105, 405
	Compositor (prtg, pub)	103
	Compositor (prtg, pub)	103
	Compositor (prtg, pub)	105
	Cost clerk	403
	Drill press operator	502
	Electronics assembler	105, 405
	Forging press operator	502
	Forging press operator, leader	502
	Grinder	603
	Inspector, tool	202, 502
	Maintenance machinist	708
	Noodle maker (food proc)	105, 405
	Packager, hand (mfg)	204
	Paint sprayer	505
	Press operator (mfg)	402
	Press operator (prtg)	604
	Price checker	104

*Codes appear on page 97.

SIC Category	Job Title (Alphabetic order)	Impairments
3 (cont'd)	Sales representative (adver)	608
	Shipping clerk	502
	Shipping clerk	708
	Shipping clerk	708
	Tool and die maker	502
	Utility worker (const)	105, 405
	Welder-fitter	203
4-Transportation, communications, electric and gas, and sanitary services.	Accounting clerk	202
	Dispatcher, service	701
	Dispatcher, service	701
	Drafter, chief, design (light, heat and power)	716
	Electric-meter repairer	701
	Electric-meter repairer	701, 708
	Gas-meter installer	716
	Gas-regulator repairer	202
	House-piping inspector (gas)	716
	Janitor, building	305
	Laborer, stores	503
	Meter reader	105
	Meter reader	701
	Meter reader	716
	Payroll clerk, chief	202
	Pressure controller (gas)	705
	Service representative (tel/teleg)	703
	Taxi driver	707, 716
	Taxi driver	707, 202
	Taxi driver	613, 202
	Taxi driver	708, 302
	Taxi driver	502
	Taxi driver	202, 715
	Taxi driver	608, 202, 402
	Taxicab starter (dispatcher)	202
5-Wholesale and retail trade	Accounting clerk	501
	Accounting clerk	608
	Accounting manager, office	503
	Alteration tailor	101
	Assembler, electrical access	105
	Assembler, electrical access	105
	Bagger, grocery	602
	Buyer (mfg)	708
	Cashier-checker (sales)	703
	Cleaner, commercial	502, 102
	Clerk, administrative	503
	Clerk, general	503, 203
	Clerk, mail room	403
	Clerk-typist	502
	Cooler worker (dairy prod)	701
	Credit manager	103
	Customer service clerk	704, 501

SIC Category	Job Title (Alphabetic order)	Impairments
5 (cont'd)	Electronics technician	503
	Food order expediter	103
	Food order expediter	202
	Food order expediter	402
	Food order expediter	502
	Food order expediter	604
	Food order expediter	702
	Food order expediter	703
	Food order expediter	705
	Food order expediter	713
	Food order expediter	716
	Fork lift operator	104
	Front-end mechanic	705
	Industrial truck operator	202
	Industrial truck operator	614
	Inventory clerk	708
	Job setter, machine shop	607
	Laborer, machine shop	701
	Laborer, stores	701
	Locksmith	402
	Manager, fast food (area supervisor)	703
	Manager, fast food service	402
	Manager, fast food service	705
	Manager, retail store	502
	Manager, sales	502, 707
	Marker (ret)	103
	Marketing research analyst	606
	Material handler	502
	Operator, dairy processing equip	203
	Order clerk	613
	Order clerk	502
	PBX operator	708
	Parts-order-and-stock clerk (auto)	502
	Parts-order-and-stock clerk (auto)	701
	Receiving clerk	203
	Sales assistant	701
	Sales clerk	502
	Sales representative (bldrs sup)	607
	Sales representative (gen mdse)	716
	Salesperson, automobile	703
	Sheet metal worker	701
	Sheet metal worker	701
	Sheet metal worker	701
	Small engine mechanic	503
	Stock clerk	701
	Stock clerk, grocery goods	701, 202
	Stock clerk, grocery goods	602
	Stock supervisor (ret)	604
	Supervisor, food-service	402
	Supervisor, food-service	501
	Supervisor, food-service	707
	Supervisor, food-service	708

SIC Category	Job Title (Alphabetic order)	Impairments
5 (cont'd)	Supervisor, material handling	104
	Truck driver (bldg mat)	502
6-Finance, insurance and real estate	Accounting clerk, data processing	608
	Assistant vice president (fin)	608
	Billing clerk	608
	Check-processing clerk I (fin)	608
	Claims clerk I (insur)	105
	Clerk-typist	604
	Encoder (fin)	105
	Maintenance supervisor (fin)	707
	Operations officer (fin)	602
	Programmer	502
	Safe deposit box rental clerk	703
	Secretary	701
	Switchboard operator	608
	Teller (fin)	204
	Teller, head (fin)	403
7-Services	Accounting clerk	502
	Accounting clerk	605
	Admissions evaluator	502
	Automobile-mechanic helper	503
	Boilerhouse superintendent	503
	Bookkeeper II (educ)	202
	Caseworker (social worker)	502
	Cleaner, automobile washer	405, 101
	Cleaner, automobile washer	102, 401
	Cleaner, commercial	105
	Cleaner, hospital	604
	Cleaner, hospital	708
	Cleaner, institutional	105
	Cleaner, institutional	503
	Clerk, general (educ)	505
	Clerk, general (med)	505
	Clerk-typist	707
	Clerk-typist, head	402
	Clerk-typist, medical	403
	Clerk-typist, medical	704
	Community organization worker	202
	Construction worker I	701
	Computer operator	502
	Dietary aide	402
	Dining room attendant	105
	Dining room attendant	716
	Dishwasher	105, 405
	Dishwasher	103
	Dishwasher	502, 103, 402, 708
	Dishwasher	602
	Dispatcher, radio (police)	607
	Dispatcher, radio (police)	613

SIC Category	Job Title (Alphabetic order)	Impairments
7 (cont'd)	Drafter, assistant (elec)	707
	Drafter, commercial	105, 405
	Eligibility worker III	602
	Eligibility worker III	607
	Eligibility worker III	608
	Eligibility worker III	701
	Film cutter and splicer	205
	Film splicer	205
	Housekeeper, medical services	704
	Janitor	402
	Janitor	707
	Lab assistant, medical	501
	Lab technician, medical	704
	Laborer, golf course	104, 404
	Laborer, laundry	404
	Library clerk III	703
	Maintenance mechanic	701
	Maintenance supervisor	503
	Manager, advertising	610
	Manager, advertising	707
	Medical records clerk	402
	Medical records technician	608
	Medical technologist	105, 405
	Medical transcriber	205
	Medical transcriber	503
	Nurse, general duty	501
	Nurse, general duty	502
	Nurse, head	502
	Nurse, head	703
	Nurse, Licensed Practical	505
	Nurse, office	502
	Nursing assistant, operating room	604
	Outpatient-admitting clerk	714
	PBX operator	504
	PBX operator	505
	Playroom attendant	604
	Programmer	202
	Programmer	707
	Psychiatric aide	711
	Radiologic technician	704
	Receptionist	702
	Respiratory therapist, supervisor	503
	Secretary, medical	608
	Secretary, personnel	501
	Security officer	503
	Superintendent, plant protection	611
	Supervisor, carpenter	503
	Supervisor, carpenter	604
	Supervisor, electronic data processing	103
	Supervisor, laundry	703

SIC Category	Job Title (Alphabetic order)	Impairments
7 (cont'd)	Surgery clerk	502
	Telephone solicitor	607
	Vice president (fin)	203
8-Public Administration	Employment counselor	502
	File clerk I	603
	Keypunch operator	603
	Keypunch operator	604
	Veteran's job developer	502
	Veteran's job developer	716
	Veteran's job developer	716
9-Nonclassifiable establishments	No jobs were listed	

APPENDIX A-9

ADAPTATIONS TO JOB, WORK STATION, AND/OR EQUIPMENT IDENTIFIED DURING BUSINESS AND INDUSTRY SURVEY OF CURRENT PHYSICALLY HANDICAPPED EMPLOYEES

Impairment*	Adaptation	DOT No.	Job Title
103	Placed amplifier on telephone receiver	168.167	Credit manager
103	Placed hearing attachment on telephone	019.167	Project engineer
104	Uses telephone adaptation	209.687	Price checker
202	Has special reading equipment for CRT usage	020.162	Programmer
203	No current vision equipment adequate--uses sound devices	189.117	Vice president (fin)
203	Uses occasional job selection	819.361	Welder-fitter
204	Must select jobs (hired from School for the Blind)	920.587	Packager, hand (mfg)
205	Purchased new IBM equipment with special keyboard	203.582	Medical transcriber
502	None. This man lost his left hand. Actually, he manages so well we are prone to forget his handicap.	249.367	Parts-order-and-stock clerk (auto)
502	Work hours changed from 8-4:30 to 7:30-4 to allow easier access to and from building	205.367	Admissions evaluator
502	Minor adjustment such as purchase of high stool and selection of refrigerator with convenient arrangement	075.374	Nurse, office
503	No, but employee works part-time	003.161	Electronics technician

*Codes appear on page 97.

Impairment	Adaptation	DOT No.	Job Title
505	(Loss of arm as a boy in a farm accident) None needed; he makes it a point to outproduce anyone else	741.687	Paint sprayer
505	Work hours changed from 8-4:30 to 7:30-4 to allow easier access to and from building	209.562	Clerk, general (educ)
603	Job changed to include only filing in numeric sequence-cannot file alphabetically (mild retardation, also)	206.362	File clerk I
605	Raised height of desk to accommodate wheelchair	216.482	Accounting clerk
607	Is not required to attend meetings on another floor of building--is briefed separately	379.362	Dispatcher, radio (police)
607	Use special ramp connecting warehouse and general office building for employee's convenience	274.357	Sales representative (bldrs sup)
607	Provide adequate space for work area for wheelchair manuverability	195.267	Eligibility worker III
608	Needs adequate space for wheelchair manuverability	195.267	Eligibility worker III
608	Has hand control on the typewriter	079.367	Medical records technician
610	Special devices as needed (quadriplegia)	164.117	Manager, advertising
613	Need to check his work closely for errors now	249.367	Order clerk
701	Have worked closely with the employee to maintain proper medication dosage	638.281	Maintenance mechanic
701	Assigned to a non-climbing job	729.281	Electric-meter repairer
701	Assigned to a non-climbing job	209.567	Meter reader
701 708	Assigned to non-climbing job	729.281	Electric-meter repairer

Impairment	Adaptation	DOT No.	Job Title
703	Transferred to present position in building with elevator in place of steps	249.367	Library clerk III
704	Loses two or three days a month from work but no special equipment is necessary	203.362	Clerk-typist, medical
708	No, but employee works shorter hours	222.387	Inventory clerk
708	Uses some job selection--not much, he won't stand for it (heart attack)	600.280	Maintenance machinist
708	Was moved from factory (press operator) to other job before heart surgery	222.387	Shipping clerk
716	Work station is located to minimize walking (lung and bone disorder). Parking near entrance is provided	166.267	Veteran's job developer
716	Phones orders since he cannot write (no arms due to birth defect); allowed to contact his customers by phone as he cannot drive	279.357	Sales representative (gen mdse)

APPENDIX A-10

CATALOG OF JOBS BY TYPE AND SEVERITY OF IMPAIRMENT*
FOR PHYSICALLY HANDICAPPED EMPLOYEES IDENTIFIED IN
BUSINESS AND INDUSTRY SURVEY

	Hearing Impaired
101	Alteration Tailor
102 401	Cleaner, automobile washer
103	Compositor (prtg, pub) Compositor (prtg, pub) Credit manager Dishwasher Food order expediter Marker (ret) Project engineer Supervisor, electronic data processing
104	Fork lift operator Price checker Supervisor, material handling
104 404	Laborer, golf course
105	Assembler, electrical access Assembler, electrical access Claims clerk I (insur) Cleaner, commercial Cleaner, institutional Compositor (prtg, pub) Dining room attendant Encoder (fin) Meter reader
105 405	Assembler (mfg)

	Hearing Impaired (cont'd)
105 405	Dishwasher Drafter, commercial Electronics assembler Medical technologist Noodle maker (food proc) Utility worker (const)

	Visually Impaired
201	Truck driver (agric delivery)
202	Accounting clerk Bookkeeper II (educ) Community organization worker Food order expediter Gas-regulator repairer Industrial truck operator Payroll clerk, chief Programmer Taxicab starter (dispatcher)
202 502	Inspector, tool
202 715	Taxi driver
203	Operator, dairy processing equipment Receiving clerk Vice president (fin) Welder-fitter

*Codes appear on page 97.

Visually Impaired (cont'd)

204 Packager, hand (mfg)
Teller (fin)

205 Film cutter and splicer
Film splicer
Insulation installer
Medical transcriber

Hearing and Visually Impaired

305 Janitor, building

Speech Impaired

402 Clerk-typist, head
Dietary aide
Food order expediter
Janitor
Locksmith
Manager, fast food service
Medical records clerk
Press operator (mfg)
Supervisor, food-service

403 Clerk, mail room
Clerk-typist, medical
Cost clerk
Teller, head (fin)

404 Laborer, laundry
Truck driver (agric delivery)

405 Cleaner, automobile washer
101

Orthopedically Impaired

501 Accounting clerk
Contractor (const)
Lab assistant, medical
Nurse, general duty
Secretary, personnel
Supervisor, food-service

502 Accounting clerk
Admissions evaluator
Bulldozer operator
Caseworker (social worker)
Clerk-typist

Orthopedically Impaired (cont'd)

502 Computer operator
Drill press operator
Employment counselor
Food order expediter
Forging press operator
Forging press operator, leader
Manager, bulk plant
Manager, retail store
Material handler
Nurse, general duty
Nurse, head
Nurse, office
Order clerk (agric)
Order clerk
Parts-order-and-stock clerk (auto)
Programmer
Sales clerk
Shipping clerk
Surgery clerk
Taxi driver
Tool and die maker
Truck driver (bldg mat)
Veteran's job developer

502 Cleaner, commercial
102

502 Dishwasher
103
402
708

502 Manager, sales
707

503 Accounting manager, office
Automobile-mechanic helper
Boilerhouse superintendent
Cleaner, institutional
Clerk, administrative
Electronics technician
Laborer, stores
Maintenance supervisor
Medical transcriber
Respiratory therapist, supervisor
Security officer
Small engine mechanic
Supervisor, carpenter

Orthopedically Impaired (cont'd)

503 Clerk, general
203

504 PBX operator

505 Clerk, general (educ)
Clerk, general (med)
Nurse, Licensed Practical
PBX operator
Paint sprayer

Neuromuscularly or Neurologically Impaired by Type (Not Severity)

602 Bagger, grocery
Dishwasher
Eligibility worker III
Operations officer (fin)
Stock clerk, grocery goods

603 File clerk I
Grinder
Keypunch operator

604 Cleaner, hospital
Clerk-typist
Food order expediter
Keypunch operator
Nursing assistant, operating room
Playroom attandant
Press operator (prtg)
Stock supervisor (ret)
Supervisor, carpenter

605 Accounting clerk

606 Marketing research analyst

607 Dispatcher, radio (police)
Eligibility worker III
Job setter, machine shop
Sales representative (bldrs sup)
Telephone solicitor

608 Accounting clerk
Accounting clerk, data processing
Assistant vice president (fin)
Billing clerk

Neuromuscularly or Neurologically Impaired by Type (Not Severity) (cont'd)

608 Check-processing clerk I (fin)
Eligibility worker III
Kettle man (roofing)
Medical records technician
Sales representative (adver)
Secretary, medical
Switchboard operator

608 Taxi driver
202
402

610 Manager, advertising

611 Superintendent, plant protection

613 Dispatcher, radio (police)
Order clerk

613 Taxi driver
202

613 Contractor (const)
703
708

614 Industrial truck operator

Other Health Impaired by Type (Not Severity)

701 Construction worker I
Cooler worker (dairy prod)
Dispatcher, service
Dispatcher, service
Electric-meter repairer
Eligibility worker III
Industrial truck operator
Laborer, machine shop
Laborer, stores
Maintenance mechanic
Meter reader
Parts-order-and-stock clerk (auto)
Sales assistant
Secretary
Sheet metal worker

Other Health Impaired by Type (Not Severity) (cont'd)

701 Sheet metal worker
Sheet metal worker
Stock clerk

701 Stock clerk, grocery goods
201

701 Electric-meter repairer
708

702 Food order expediter
Receptionist

703 Cashier-checker (sales)
Food order expediter
Library clerk III
Manager, fast food (area supervisor)
Nurse, head
Safe deposit box rental clerk
Salesperson, automobile
Service representative (tel/teleg)
Supervisor, laundry

704 Clerk-typist, medical
Housekeeper, medical services
Lab technician, medical
Radiologic technician

704 Customer service clerk
501

705 Food order expediter
Front-end mechanic
Manager, fast-food service
Pressure controller (gas)

707 Clerk-typist
Drafter, assistant (elec)
Janitor
Maintenance supervisor
Manager, advertising
Programmer
Supervisor, food-service

707 Taxi driver
202

Other Health Impaired by Type (Not Severity) (cont'd)

707 Taxi driver
716

708 Buyer (mfg)
Cleaner, hospital
Inventory clerk
Maintenance machinist
PBX operator
Shipping clerk
Shipping clerk
Supervisor, food-service

708 Taxi driver
302

711 Psychiatric aide

713 Food order expediter

714 Outpatient-admitting clerk

716 Dining room attendant
Drafter, chief, design (light, heat and power)
Food order expediter
Gas-meter installer
House-piping inspector (gas)
Meter reader
Sales representative (gen mdse)
Veteran's job developer
Veteran's job developer

APPENDIX A-11

BACKGROUND OF PHYSICALLY HANDICAPPED GRADUATES/COMPLETERS OF VOCATIONAL PROGRAMS IN ORDER BY TYPE AND SEVERITY OF IMPAIRMENT*

No.	Impairment(s)	Voc. Prog.	Completed	Job Record DOT No.	Job Title	Relation	Mos. Emp.
1	101/402		No	359.677	Houseparent	4	8
				970.281	Sign writer, hand	4	3
				359.677	Day care worker	4	2
2	102	IE	E	-------	School		
3	102/402	PB	Yes	-------	Unemployed		
				620.261	Automobile mechanic	1	
				625.281	Engine repairer, service	1	
4	103/403	HE	Yes	-------	Unemployed		
5	103/403	SV	E	960.362	Projectionist	4	12
6	103/716	IE	Yes	599.685	Painting machine operator	2	12
				620.281	Front-end mechanic	1	5
7	104	IE	E	School			
		IE	Yes				
8	104	SV	E	School			
9	104	IE	Yes	381.687	Laborer, museum	4	13
				939.687	Company worker (mining)	4	1
				381.687	Laborer, museum	4	1
10	104/402	PB	No	869.567	Surveyor helper	1	6
11	104/404		Yes	-------	Unemployed		
12	105	IE	E	-------	School		
				650.582	Phototypesetter operator	1	1

*Codes for column headings appear on page 145. Codes for impairments and vocational programs appear on page 97.

No.	Impairment(s)	Voc. Prog.	Completed	Job Record DOT No.	Job Title	Relation	Mos. Emp.
13	105	BO	Yes	217.382	Proofing machine operator	3	36
14	105	SV	Yes	-------	Unemployed		
15	105		No	299.367 740.684 299.367	Stock clerk, grocery Painter, brush Stock clerk, grocery	4 4 4	
16	105/403	IE	Yes	243.367	Post-office clerk	4	6
17	105/403	BO	Yes	243.367	Post-office clerk	4	5
18	105/404/ 204	SV	E	-------	School		
19	105/405	IE	Yes	369.384	Carpet cleaner	4	13
20	105/405	SV	Yes	------- 819.687	Unemployed Welder helper	 3	
21	105/405	SV	Yes	749.687	Stripper, paint	2	
22	105/405	BO	Yes	203.362	Clerk-typist	3	35
23	105/405	HP	Yes	319.484	Supply service worker (med)	1	10
24	105/405	SV	Yes	899.684	Laborer, road (const)	4	6
25	105/405			209.587	Mail clerk	4	
26	105/405	IE	E	-------	School		
27	105/405/ 203	SV SV	Yes Yes	209.587 749.684	Mail clerk Decal applicator	3 3	6 5
28	105/405/ 204	HE	E	-------	School		
29	201	HP	Yes	079.374	Nurse, Licensed Practical	1	11
30	202	AG DE		401.687	Farmworker, grain	1	4
31	202/502/ 708	HP	Yes	------- 960.362	Unemployed Visual aide	 4	
32	203/402/ 502/707	HP	Yes	------- 195.107	Unemployed Community health worker	 2	

No.	Impairment(s)	Voc. Prog.	Completed	Job Record DOT No.	Job Title	Relation	Mos. Emp.
33	205	IE	Yes	-------	Unemployed		
				869.567	Surveyor helper	1	
34	302/401/502	IE	No	-------	Unemployed		
35	303	BO	Yes	290.477	Sales clerk	2	2
				201.362	Secretary	1	
36	303/404/704	BO	Yes	231.688	Postal distribution clerk	4	
37	304/403	IE	Yes	720.684	Painter, brush	1	12
38	402	IE	Yes	003.161	Electronics technician	2	4
39	402/702	HP	Yes	-------	Unemployed		
40	501	IE	Yes	824.261	Electrician	2	11
41	502	HP	Yes	079.374	Nurse, Licensed Practical	1	11
42	502	BO	Yes	201.362	Secretary	1	8
43	502	HP	Yes	332.271	Cosmetologist	1	
44	502	IE	Yes	721.281	Motor repairman	1	
45	502	IE	Yes	620.281	Front-end mechanic	3	9
				819.384	Welder, combination	1	4
46	502	IE	Yes	819.361	Welder-fitter	1	22
47	502/704	DE	Yes	311.477	Carhop	1	6
				311.677	Dining room attendant	1	1
48	503	SV	E	School			
49	503/708/103	IE	Yes	------	Unemployed		
50	505/302/401	IE	Yes	------	Unemployed		
51	602	SV	Yes	299.367	Stocker	4	23
				355.674	Child-care attendant	4	3
52	604	IE	Yes	-------	Unemployed		
		AG	Yes	922.687	Laborer, stores	4	2
				559.567	Laborer, general	4	12

No.	Impair-ment(s)	Voc. Prog.	Com-pleted	Job Record DOT No.	Job Title	Rela-tion	Mos. Emp.
53	607	BO		-------	Unemployed		
54	607	BO	Yes	-------	Unemployed		
55	607	HE BO	Yes No	401.161	Farmer, grain	4	
56	607/703	BO IE	No No	185.167	Manager, retail store	4	9
57	608	BO	No	299.357 239.367	Telephone solicitor Dispatcher	4 4	
58	608/703	BO	No	------- 787.682	Unemployed Power sewing machine opr.	4	
59	610	SV	E	-------	Unemployed		
60	610/302	BO	Yes	-------	Unemployed		
61	614	SV SV	Yes Yes	723.584 723.584	Appliance repairer Appliance repairer	1 1	2 48
62	614	BO	Yes	020.162 143.062 020.162	Programmer Photographer Programmer	1 4 1	59 7 47
63	614	IE	Yes	-------	Unemployed		
64	703	BO	E	School			
65	703/704/716	BO	Yes	------	Unemployed		
66	707	HP	No	355.674 355.674	Nurse's aide Nurse's aide	1 1	9 6
67	707	HP	Yes	075.127	Nurse, head	1	11

CODE SHEET

Key to column headings:

No. — Number of response

Impairment — Type and level of impairment--use same codes as in Business and Industry survey

Voc. Prog. — Title of vocational program in which trained:

- AG Agribusiness
- BO Business and Office
- DE Marketing and Distributive Education
- HE Home Economics
- HP Health and Personal Service
- IE Industrial Education
- PB Public Service
- SV Special Vocational Education

Completed — Was vocational program completed?

- Yes Completed
- No Not completed
- E Enrolled now

DOT No. — DOT No. for job(s) held, with current job listed first.

----- indicates unemployed at present
School indicates currently enrolled in school

Job Title

Relation — Degree of relationship between job and vocational training:

1. Highly related
2. Somewhat related
3. Slightly related
4. No relationship

Mos. Emp. — Number of months employed at the job

APPENDIX A-12

COMMENTS ON GRADUATE/COMPLETER QUESTIONNAIRES

1. Dear Elaine I am working for may parents, at the Drive in theatre as projectist but how ever I was attendy to college in fla. Saint Petersburg Junio College, Clearwater. I plan to back in Aug. Your truly
(Graduate of Kentucky School for the Deaf, 1978)

2. Dear Dr.Elaine F. Uthe, (typed) I would like to go there for learning something (UK). I am interesting Vocational Training. I have not gotten a job in a long time. I was glad to receive a letter from you and I would like to hear from you again.

3. Dear Sir: My son ____ is still in school taking training and has not held a job at all since he has not yet completed the work he is taking computer programming at Medcomp school in Cinncinnati Ohio. He completed one year at Northern Ky. vocational school in Covington. He is almost completely deal. He is doing well in his studies. Thank you.

4. Dear Ms. Uthe, I have filled the questionnaire as best I could. But there is some information which I should add here. (P) Due to my handicapp (Rheumatoid Arthritis) I could not work full time or even part time, due to physical barriers in my locality. (P) I attend ____ County High School full time. But I could not do this without the aid of an electric wheelchair, and help from friends. I and my family could not have bought this very important chair, the Board of Education had to buy it for me. (P) I can walk a little, but I get tired very easily, and very sore. (P) I plan on going to the University of Kentucky for my college education, but I will need even more help than I can afford. (P) Before I close I would like to list just a few of the physical barriers in _____ County.

   (1) Due to steps and stairways, I can not, personally, do business at the _____County Court House.

   (2) The streets of _____ are very busy and there are no traffic directors to aid in getting across.

   (3) No handicapped parking places.

   (4) (Main) Even if I did get a full time, or even part time job. I couldn't get to it for stairways and other barriers.

They have really been nice to me at _____County Highschool, but none of it would have been possible without the aid and support of Mr. _____, Superintendent and Mr. _____, Principal.

5. List job tasks: Just follow orders of boss--or do things I know how to do.

6. My brother bought a religious book, etc., merchandise to give me a job because I couldn't find one in Ky. (paraplegia)

7. My son died six months ago.

8. Did not receive vocational training--just in special education.

9. Deceased.

10. In hospital now.

11. I was not given equal opportunity as welder because I am deaf.

12. Dr. Uthe Thank you, for your concern, if you need additional information I would be more than happy to speak with you. My phone no. is _____.

APPENDIX A-13

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